

GENERAL GOVERNMENT SECTION

[Link to General Government Pie Chart, 14 KB .PDF](#)

P R O G R A M E X P L A N A T I O N S

INTRODUCTION

The General Government Program area comprises the major administrative and central services support for King County Government. Although there are a wide variety of agencies represented in this program area, they can be divided into four main categories:

- Elected Officials (for example, the County Council, County Executive, and Assessor);
- Central Service Agencies that provide a service to other County agencies;
- Direct public service agencies;
- Miscellaneous agencies and central reserves.

Approximately 60% of the General Government budget is located within internal service funds, which bill other County departments for their services. A sizeable portion of the total General Government budget (approximately 36%) is located in the Current Expense Fund, and lesser amounts are budgeted in special revenue funds and enterprise funds.

The Emergency Management Division (EMD), including the Office of Emergency Management, Radio Communications and E-911, continues to be reported in the Law, Safety and Justice section of this book rather than in the General Government section. The EMD remains in the Department of Information and Administrative Services.

In total, the General Government budget is increasing by \$29 million or about 9.1% above the level of the 2000 Adopted Budget. A significant portion of this increase, \$16 million, occurs in the Employee Benefits budget, which is driven by the cost of medical benefits to County employees. The upward trend in the cost of medical services that began in mid-1997 is expected to continue through 2001. Actuarial estimates and renewal rates of the County's managed care contracts indicate annual percentage increases totaling 16%.

Another significant contributor to the increases seen in the General Government budgets is salary and wage adjustments. The Classification Compensation process has resulted in sizeable salary increases in all County agencies.

The remaining growth can be attributed primarily to program expansion in non-Current Expense funds that receive their funding from a variety of internal and external sources. These agencies include Finance, Risk Management, and ITS-Technology Services.

Highlights of the General Government program area such as Significant Program Additions, Significant Program Reductions, and Central Rate Changes are described below.

Investment in Technology

In 2001, the County will continue to work on projects funded from the following capital improvement sources:

- \$30 million in technology bonds borrowed in early 1996;
- \$33 million bonded in late 1997 for financial systems replacement;
- \$3.3 million in 1998 and 1999 borrowing for specific technology projects.

In addition, the County will be making additional investments in technology in 2001. These initiatives are related to various hardware and software upgrades and replacements and staffing

GENERAL GOVERNMENT PROGRAM PLAN

changes in the following areas:

- Enterprise-Wide Licensing and PC Replacement Plan - These two initiatives will fund personal computer hardware and software upgrades to bring aging equipment and software up to a modern level to allow County agencies to perform their work.
- I-NET Operations Unit – This initiative will establish an operations division for the implementation phase of the King County Institutional Network (I-NET). The I-NET uses high-bandwidth fiber optic technology to link over 300 public facilities in King County, including school districts, King County libraries, community colleges, city governments, institutions of art and science, and County agencies for mutual benefit and data sharing. I-NET will support applications that benefit education and government, such as distance learning, video conferencing for meetings and assemblies, voice transmission, data sharing, and Internet access. When completed, it will allow schools to share classes and meetings among buildings, and enable schools to develop education-on-demand services. This initiative is revenue-backed by an estimated \$747,000 generated by monthly client user fees.
- Endangered Species Act (ESA) Data Management Systems - This initiative will embark on a program to ensure compliance with the ESA. To accomplish the goals of salmon conservation and recovery, and comply with Sections 4(d), 7 and 10 of the ESA, basic, accurate, comprehensive geographic data is required relating to hydrography, vegetation, roadways, and development. The ESA Data Management System will enhance the County's ability to identify and monitor endangered species and their habitat, in order to regulate and evaluate activities which impact them.
- Information and Telecommunications Strategic Plan Implementation - At the direction and oversight of the County Executive and the County Council, Information Technology Services will set standards and direction for technology development, and establish a strategic plan program office to ensure progress and reporting of milestones to the Executive and Council.
- Electronic Court Records Phase III - Electronic Filing Development - This initiative will develop the electronic filing component of this on-going project in order to provide for electronic filing of court documents to increase data transfer speed and decrease waiting time for records.
- E-Commerce - This initiative will develop the infrastructure and pilot program sites to use technology to allow the public to gain easier access to County agencies.
- JJWAN Replacement Study - This initiative will fund a consultant study to determine a strategic direction to take to meet the long-term needs of the juvenile justice system in King County, and to identify the technology options to address those needs.

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Significant Program Additions

Although funding is very limited for new programs, some high priority and mandatory programs are being funded in 2001.

- Alternative Dispute Resolution Program - This initiative provides funding for one additional position to support expansion of the program area from labor mediations to multi-party issues such as contractor disputes.
- Premium Rates and Enrollment Changes – The cost for the County’s self-funded medical plans are projected to rise 16% in 2001 and the renewal rates for the managed care plans are rising as well. The increase to the services and other charges component of the Employee Benefits budget to accommodate these rates is \$16 million over the 2000 Adopted level.
- Financial Systems Operations and Maintenance - This represents the increase over 2000 costs to operate and maintain the new PeopleSoft payroll system, the financial legacy systems (ARMS and IBIS) and the web reporting system. Included in these costs are periodic PeopleSoft upgrade and departmental labor costs to perform deferred maintenance on the legacy systems.
- Elections Equipment Maintenance - This initiative will fund the replacement of a portion of the optic eye reader heads in the mark sense voting devices as well as support the upgrade and maintenance of the GEMS ballot tabulation software which is required to insure Federal Election Commission compliance and state-of-the-art functionality of the ballot tabulation equipment.
- Records and Elections Ten-Year Census Redistricting - Every ten years, Federal, State and local jurisdictions are required by Federal and State Law, and by County ordinance, to perform redistricting using the new census figures.
- Elections Primary Voter’s Pamphlet - This expenditure is to fund the printing of a primary voter’s pamphlet and associated mailing of a post-card notification which will advise voters how to obtain the pamphlet.
- Special Elections Costs - This expenditure supports the four statutory Special Elections conducted on dates as provided by state law. This add assumes approximately the same number and scope of special elections as in 1999.
- Assessments New Construction Staff - The 2001 Adopted Budget provides additional funding for the new construction team initiative begun in 2000. Included within this appropriation are two additional residential and two additional commercial appraisers.

Significant Program Reductions

General Government agencies contributed to the overall balancing of the budget by making reductions in their budgets while minimizing the impact to direct services. Some of the more significant reductions include the following:

GENERAL GOVERNMENT PROGRAM PLAN

- **OHRM Staffing Reductions** - These reductions represent the elimination of positions in the areas of classifications and compensations, training and employment arbitration, and diversity management. Some level of services will be complemented by other programs, such as Alternative Dispute Resolution for employment arbitration.
- **Licensing and Regulatory Services (LARS) Interoffice Mail Service Changes** - Internal mail delivery services were changed to enhance efficiency. A new Mail Service Center will be created in the Administration Building, consolidating current Exchange Building center and serving the downtown core.
- **LARS General County InfoLine Reorganization** – This initiative transfers responsibility for backup telephone answering service for the all-county lines to the Community Service Centers and to the RJC staff, using existing telephone switching equipment. An automated phone-tree will be considered to supplement live voice answering service.

Central Rate Changes

Several of the General Government agencies are Internal Service Funds that recover the costs of their operations by charging other County funds. A concerted effort was made in developing the 2001 Adopted Budget to hold down the costs of these central services as much as possible. In some cases, though, such as with Employee Benefits and the Department of Construction and Facilities Management, the costs are driven by outside market forces that are unavoidable. Also, for the rates included in the 2001 Adopted Budget, ITS-Telecommunications changed the rate allocation methodology.

The following is a brief summary of the major internal service rates.

- **DCFM** - Building occupancy costs are increasing rapidly throughout King County. For DCFM's O&M, agency allocations are primarily based upon significant increases in labor costs, utility rates, and payments that DCFM must make to other agencies. In the area of long-term leases, rates are driven by rising market lease rates. The commercial real estate market in Downtown Seattle has experienced extraordinary gains in recent years and has been experiencing unprecedented low vacancy rates. With a limited supply of available office space, renewals and new leases for County agencies with multi-year leases are exposed to marked increases in rates per square foot.
- **Flex Benefits** - The County has a flexible benefit package, which offers employees several options of coverage and providers. All of the benefit costs are accounted for in the Employee Benefits Fund, which then recovers its costs through a single standard monthly rate charged to agencies for each eligible employee. The standard rate charged in 2000 was \$573 per employee per month. The standard rate for 2001 is \$654 per employee per month. The increase is the result of significantly higher costs in the self-funded program and managed care contracts.
- **Current Expense Overhead** – The costs of several Current Expense Fund agencies that provide services or support Countywide are recovered through a Current Expense Overhead Plan. The Current Expense agencies or services included in this plan are the Council agencies, Executive Offices, Budget Office, Planning, OHRM, Emergency Management, DIAS-Administration, State Auditor, bus pass subsidy, building occupancy charges, mail services, asset management services, and records management services. The cost of these Current Expense services is increasing by a total of \$1.25 million over the

2000 adopted level.

- ITS-Technology Services – The Information and Telecommunications Services (ITS) Division charges for the data processing and technology services it provides to all County departments. This includes maintaining the County's wide area network, system development assistance, GIS services, and systems operations. For the 2001 Adopted Budget, the methodology used to determine the ITS-Technology Services rates was very similar to the rate model used in the development of the 2000 Adopted Budget. Rates are the result of allocating sets of costs associated with discrete services to the client users of those services. Some rate buckets are allocated on the basis of service level agreements that are negotiated with each client agency. Expenses for ITS division management, administration, financial management and facilities are collected and allocated as division overhead. O&M analyst hour rates have been derived from work estimates that have been checked with customers.
- ITS-Telecommunications - For the 2001 Adopted Budget, ITS-Telecommunications has implemented a new rate methodology. This rate model ends Current Expense Fund subsidy of telecommunications costs and more equitably distributes rates to all agencies. In previous fiscal years, these inequities have had the collective effect of burdening most Current Expense Fund (CX) agencies with costs that are more properly assigned to other agencies and other funds. There were three aspects of this inequitable cost allocation that have been corrected in the new rate model:
 1. Most county agencies were subsidizing direct circuit costs of Private Branch Exchange (PBX) customers.
 2. Most county agencies have also been subsidizing PBX Maintenance costs for those customers.
 3. Average line costs have been higher for most County agencies because PBX customer line counts have been understated.

Because PBX customers tend to be non-CX agencies, the net effect of making changes in the rate model to remove the inequities is a reduction in CX agency charges and a redistribution of costs to non-CX agencies, especially those with PBX equipment.

- Motor Pool – Central motor pool services are provided to County departments, including permanently assigned vehicles and short-term rentals. The overall costs of these services increasing by \$1.1 million over the 2000 level, primarily due to significant increases in fuel prices and labor costs. The 2001 Adopted Budget also includes significant cost-saving initiatives to reduce the number of passenger vehicles and to transition to an inventory mix more heavily weighted to lower cost, fuel-efficient vehicles.
- Risk Management – The cost of insurance services, both premiums on insurance policies and actual claims costs, are billed back to the affected agencies. For the 2001 Adopted Budget, this rate has shown only a minimal increase of \$288,000 (1.36%) over the 2000 Adopted rate level.
- Radio Services – The Radio Communications Section (RCS) within the Office of Emergency Management operates the County's 800 MHz radio system. RCS bills other County agencies for costs associated with servicing and replacing the radios used by agencies. While a more equitable rate allocation model adjustment was approved in the 2000 Corrections Ordinance, the 2001 radio rates have been held at virtually the same level

as the 2000 Adopted rates.

- Financial Services – The Department of Finance became an internal service fund in 1998 and began billing for its services directly to County agencies. Prior to 1998, Finance service costs were recovered through the Current Expense Overhead Plan. Financial services cover a broad array of activities including accounts payable, accounts receivable, payroll processing, financial system operations, financial reporting, procurement, Disadvantaged Business Enterprise services, treasury functions, contracts, and construction support. For the 2001 Adopted Budget, the Department of Finance has implemented a rate methodology similar to the rate model used in the development of the 2000 Adopted Budget. The rates were calculated based primarily upon financial transaction counts as recorded in ARMS and IBIS, with the exception of some direct charges for prearranged services. The Treasury Division passes on its costs to Finance-CX and other County agencies that levy property taxes. For 2001, the cost base for allocation has increased significantly. With the suspension of the Financial Systems Replacement Project, extensive maintenance to the legacy systems that had been deferred from previous years must now be performed in order to keep the ARMS and IBIS systems in an operational status. The workforce needed to perform the maintenance on the legacy systems adds increased labor costs to the deferred maintenance costs. Another source of additional costs in 2001 is the need to maintain the new PeopleSoft payroll system, which includes periodic system upgrades that cost approximately \$1.0 million per year. The majority of the new PeopleSoft payroll operations and maintenance costs are allocated to the user departments based on the financial transaction counts generated by the system. Another source of additional costs that have been passed along to County agencies is the cost of web reporting.

Assessments

ASSESSMENTS

***Mission
Assessments***

We are fully committed to serving the citizens of King County by providing fair, equitable and understandable property valuations, forming the basis for the funding of public services.

ISSUES AND PRIORITIES

The primary focus of the Assessor's budget is to continue the commitment to taxpayer fairness and equity, and ensure continued compliance with State legislation passed in 1997.

GENERAL GOVERNMENT PROGRAM PLAN**Assessments 0010/0670****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	14,841,370	240.70	0.00
Status Quo: **	896,290	0.00	0.00
Changes:	227,072	2.00	0.00
2001 Adopted Budget	15,964,732	242.70	0.00
 <i>Target Reduction</i>			
Target Reduction at 1.15%	(62,100)	0.00	0.00
<i>Mandatory Add</i>			
New Construction Staff	220,615	4.00	0.00
<i>Technical Adjustment</i>			
Quality and Service Improvement Initiative	(123,904)	(3.00)	0.00
Residential Appraiser I	44,229	1.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	28,203	0.00	0.00
ITS O&M	(951)	0.00	0.00
ITS Infrastructure	33,402	0.00	0.00
ITS GIS	112,351	0.00	0.00
Telecommunications Services	(6,608)	0.00	0.00
Telecommunications Overhead	(8,230)	0.00	0.00
DCFM Space Charge	(99,501)	0.00	0.00
Long-term Leases	58,438	0.00	0.00
Finance Rates	(11,375)	0.00	0.00
Retirement Rate Adj.	7,083	0.00	0.00
Industrial Insurance Rate Adj.	(1,806)	0.00	0.00
Merit Adjustment	667	0.00	0.00
1% Underexpenditure	(2,130)	0.00	0.00
COLA Adjustment	22,503	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	16,186	0.00	0.00
<i>Sum of Changes:</i>	227,072	2.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

The assessor's office shall work with the board of appeals to develop a process that would complete the consideration of any year's appeal from residential property tax valuations before the succeeding year's property tax assessments are mailed to residents. The process plan shall be submitted by July 1, 2001, in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the management, labor, and customer services committee, or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Significant Program Additions

New Construction Staff Support - \$220,615/4.00 FTE. The Adopted Budget provides additional funding for the new construction team initiative begun in 2000. This appropriation funds two residential and two commercial appraisers.

Technical Adjustments

Quality and Service Improvement Initiative – (\$123,904/3.00 FTE). The Adopted Budget transfers 3.00 FTE handling Excise Tax Affidavits in Assessments' Accounting Section to the Department of Information and Administrative Services/Records Division. Cost efficiencies will result in consolidating Excise Tax Affidavit handling within one department.

Residential Appraiser I - \$44,229/1.00 FTE. This technical change reflects the annualization of a technical adjustment implemented in the recently adopted 2000 Corrections Ordinance.

Central Rate Adjustments – \$134,176. These are comprised of central rate changes in medical benefits, ITS O&M, ITS Infrastructure, ITS GIS, Telecommunications services and overhead, tenant rate adjustments, Finance rates, industrial insurance, retirement, COLA and Merit adjustments.

1% Partial Underexpenditure Requirement – (\$2,130). The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage a total underexpenditure requirement of 1.75%.

COUNCIL ADOPTED BUDGET

COLA Increase - \$16,186. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$16,186 in the 2001 budget.

Construction and Facilities Management

[Link to DCFM Org Chart, 7 KB .pdf](#)

CONSTRUCTION AND FACILITIES MANAGEMENT

Mission
**Construction and
Facilities Management**

To manage and operate the County's capital assets by developing and maintaining cost conscious sustainable quality facilities and environments.

ISSUES AND PRIORITIES

The Department of Construction and Facilities Management (DCFM) builds, manages, and maintains the buildings and other structures and land owned, leased or operated by King County. In addition to the Office of the Director, DCFM consists of four divisions. Property Services centralizes real estate acquisitions, inventory, asset management and issues permits/franchises. Facilities Maintenance repairs and maintains County facilities by trained employees in the following crafts: carpentry, heating and air

conditioning, plumbing, electrical and painting. They are in charge of housekeeping and grounds including security and custodial services. Capital Planning & Development design and construct county-owned buildings, design and renovate existing major systems, design and construct new park facilities and develop master plans. The King County International Airport provides airport maintenance, planning, safety and security enforcement as well as managing airport property and capital development.

This year's priority for the Department of Construction & Facilities Management is to assure that King County's existing facilities are properly maintained. Toward this end, DCFM requested adequate staffing for recently acquired buildings as well as rate adjustments to stabilize the internal service fund.

Additional staff and funding were sought in order to insure that the King County International Airport meets F.A.A. safety, maintenance and operational requirements. Continued funding for the noise abatement program was also requested.

As with all King County departments, DCFM continues to assess its operations with the goal of increasing efficiency and reducing costs.

GENERAL GOVERNMENT PROGRAM PLAN**DCFM--Internal Service Fund 5511/0601****5511 DCFM - Internal Service Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	27,005,619	303.75	0.00
Status Quo: **	2,157,579	0.00	0.00
Changes:	3,048,307	1.00	0.00
2001 Adopted Budget	32,211,505	304.75	0.00

Target Reduction

Directors Office Courthouse Addition Seismic Project Loan Out	(19,665)	0.00	0.00
Director's Office Miscellaneous Expense Accounts	(1,329)	0.00	0.00
Director's Office Personnel Recruitment Advertising	(2,489)	0.00	0.00
Director's Office Salary Account Adjustments	(11,034)	0.00	0.00
Director's Office Reduce Reserves	(35,000)	0.00	0.00
Facilities Maintenance Division - Youth Service Center Reductions	(103,126)	(3.00)	0.00
Facilities Maintenance Division - Security Guard Program Roving	(133,623)	(3.00)	0.00
Facilities Maintenance Division - Developmentally Disabled Crew	(82,882)	(3.00)	0.00

Mandatory Add

Graybar Building Maintenance	130,614	1.00	0.00
Barclay-Dean Building Maintenance	115,390	.75	0.00
Major Accident Response & Reconstruction Unit Parking Facility	9,000	0.00	0.00
Clark Settlement	0	0.00	0.00

Revenue Backed

Facilities Maintenance Division - Additional Maintenance Full Time	96,265	2.00	0.00
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Technical Adjustment

Salary Reserves	1,917,778	0.00	0.00
King County International Airport Custodian Crew	156,655	4.00	0.00
Ravensdale Shooting Range Maintenance	15,697	.25	0.00
Utility Rate Increases	567,227	0.00	0.00
Benefit adjustments	564	0.00	0.00

Central Rate Adjustments

Flex Benefits	37,723	0.00	0.00
CX Overhead Adj.	134,971	0.00	0.00
ITS O&M	(956)	0.00	0.00
ITS Infrastructure	50,002	0.00	0.00
Telecommunications Services	(42,287)	0.00	0.00
Telecommunications Overhead	63,370	0.00	0.00
Motor Pool Adj.	20,655	0.00	0.00
Insurance Charges	(37,754)	0.00	0.00
Radio Access	(2,774)	0.00	0.00
Radio Maintenance	(871)	0.00	0.00
Radio Direct Charges	(1,981)	0.00	0.00
Radio Reserve Program	(8,036)	0.00	0.00
PAO Rates	61,751	0.00	0.00
Finance Rates	63,255	0.00	0.00
Retirement Rate Adj.	8,169	0.00	0.00
Industrial Insurance Rate Adj.	(5,949)	0.00	0.00
COLA Adjustment	76,434	0.00	0.00

GENERAL GOVERNMENT PROGRAM PLAN

DCFM--Internal Service Fund 5511/0601

5511 DCFM - Internal Service Fund

Program Area: General Government

Council Add

COLA increase - Exec. errata	19,393	0.00	0.00
Reduce housekeeping supplies	(3,800)	0.00	0.00
Training reduction	(3,050)	0.00	0.00
New plumber & window washer	0	2.00	0.00
<i>Sum of Changes:</i>	3,048,307	1.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Department of Construction and Facilities Management (DCFM)

DCFM – Internal Service Fund.

The total year 2001 Adopted Budget for the Department of Construction and Facilities Management Internal Service Fund is \$32,245,952 and 302.75 FTEs. Significant changes to DCFM and its division's budgets are outlined in the following sections:

Significant Program Reductions

Director's Office and Facilities Maintenance Division reductions – (\$389,148)/(9.0) FTEs. DCFM has reduced its expenditures for loan-in labor, contingency reserves, miscellaneous salary adjustments, "roving" security guards, and Youth Service Center mail services.

Significant Program Additions

Graybar Building, Barclay-Dean Building, Sheriff's M.A.R.R. parking facility and Ravensdale shooting range: \$270,701/2.0 FTEs. King County acquired several new facilities in 1999 & 2000 and a policy decision was made that DCFM would provide maintenance services to their occupants. The added cost of operations and maintenance in these facilities is \$270,701 and is supported by the Current Expense building occupants. 2.0 FTEs are added to allow for the added square footage and travel time required to maintain these facilities.

Technical Adjustments

Clark Settlement, Airport custodial service, utility rate increases and DCFM salary reserves, \$2,121,987. DCFM's share of the Clark settlement amounted to \$46,990. Revising the Airport custodian [DD] crew, a revenue-backed DCFM change, added \$156,655 to the DCFM budget. Finally, \$1,918,342 in salary and benefit adjustments are incorporated in to the DCFM budget and the 2001 O&M charge-outs,

Central Rate Adjustments - \$415,722. These adjustments are comprised of central rate increases from the following sources: Flex benefits, CX overhead, ITS infrastructure, Telecommunications O/H, Motor Pool, PAO, Finance, retirement and COLA adjustment; and decreases in the following cost areas: Telecommunications Services, Insurance, Radio and Industrial Insurance.

Utility Accounts - \$567,227. This technical adjustment is comprised of utility account increases.

[Link to DCFM ISF Financial Plan, 8KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

COUNCIL ADOPTED BUDGET

COLA Increase – Executive errata - \$19,393. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$19,393 in the 2001 budget.

Reduce Housekeeping Supplies - Executive errata – (\$3,800). After submission of the Executive Proposed Budget, Council staff identified additional reductions.

Training Reduction - Executive errata – (\$3,050). After submission of the Executive Proposed Budget, Council staff identified additional reductions.

Addition of New Plumber & Window Washer - Executive errata – 2.0 FTEs. Labor pool additions were granted in response to the increased service demands created by the addition of Ravensdale Gun Range, Issaquah District Court, Blackriver-DDES, Graybar, and Barclay Dean in 2000 and 2001.

GENERAL GOVERNMENT PROGRAM PLAN

Property Services		0010/0440		
0010 Current Expense Fund		Program Area: General Government		
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		2,242,186	36.00	0.00
Status Quo: **		435,901	0.00	1.00
Changes:		94,761	0.00	0.00
2001 Adopted Budget		2,772,848	36.00	1.00
Mandatory Add				
Surplus Warehouse Operating Costs		17,606	0.00	0.00
Comet Lodge Cemetary Maintenance		10,000	0.00	0.00
Technical Adjustment				
Cost Of Living Adjustments & Merit Estimates		38,716	0.00	0.00
Loan-Out Labor Adj.		9,940	0.00	0.00
Tax Title Maintenance		7,000	0.00	0.00
Central Rate Adjustments				
Flex Benefits		4,403	0.00	0.00
ITS O&M		6,497	0.00	0.00
ITS Infrastructure		5,075	0.00	0.00
ITS GIS		15,853	0.00	0.00
Telecommunications Services		(5,298)	0.00	0.00
Telecommunications Overhead		(2,433)	0.00	0.00
Motor Pool Adj.		(553)	0.00	0.00
DCFM Space Charge		9,396	0.00	0.00
Radio Access		258	0.00	0.00
Radio Maintenance		111	0.00	0.00
Radio Reserve Program		202	0.00	0.00
Finance Rates		(1,577)	0.00	0.00
Retirement Rate Adj.		1,286	0.00	0.00
Industrial Insurance Rate Adj.		(324)	0.00	0.00
1% Underexpenditure		(27,979)	0.00	0.00
COLA Adjustment		3,697	0.00	0.00
Council Add				
COLA increase - Exec. errata		2,885	0.00	0.00
Sum of Changes:		94,761	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Property Services Division

Technical Adjustments

COLA, Merit, and Implementation of Local 117 Labor Contract, 48,656. The PSQ budget added \$291,643 designed to cover year 2001 COLA and merit pay and conversion of Local 117 employees from a 35 to 40 hour week as provided in the new Union Contract. This was in addition to \$144,258 in payroll and benefit revisions from the 1999-2000 payroll reconciliation in the ISQ phase of the 2001 budget cycle. The Division's 2001 budget includes a supplemental Technical Add of \$38,716 to fully cover year 2001 COLA and merit pay and an adjustment to loan-out labor of \$9,940.

Stewardship of County-owned and Tax Title properties, \$17,000. The year 2000 budget of \$7,000 is inadequate to provide stewardship over close to 1,000 properties. Most of these funds are spent to clean up storm damage and garbage or deal with other unsafe conditions. The Division is requesting an additional \$7,000 of budget authority to care for about 850 tax title and greenbelt properties. Funding for this increase is to be paid from a non-CX source, sales proceeds from tax title properties. Furthermore, the Division received \$10,000 of CX funding to care for the Comet Lodge Cemetery. This is considered an interim measure until such time as care can be transferred to the City of Seattle or a nonprofit organization.

Graybar Building Operating Costs, \$17,606. The Division received additional spending authority to cover its portion of operating costs at the Graybar Building. The Property Services Division originally assumed that operating costs would be in the range of \$5.50, per square foot. Operating costs are higher because the mix of active space to storage space in the building is different than originally estimated and current estimates of operating the building are higher than the \$5.50 per square foot. The Division received an additional \$17,606. CX will cover this difference for occupied space in that building.

Central Rate Adjustments - \$36,593. These adjustments are comprised of central rate changes in ITS, DCFM space charges, Finance, flex benefits, retirement and COLA.

Partial Underexpenditure Requirement - (\$27,979). The Adopted 2001 Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of .75% is being held in the CX Financial Plan, for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. While this is a change in that it is now directly placed in each budget, it is the same policy as in previous years. CX Departments are asked to manage to a total underexpenditure requirement of 1.75%.

[Link to Property Services Performance Indicators, 5KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA Increase – Executive errata - \$2,885 (Facilities Management) - CX. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$2,885 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN

Facilities Management--CX 0010/0450**0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	1,031,325	35.40	0.00
Status Quo: **	17,701	0.00	0.00
Changes:	65,904	0.00	0.00
2001 Adopted Budget	1,114,930	35.40	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	4,403	0.00	0.00
ITS Infrastructure	5,278	0.00	0.00
Finance Rates	565	0.00	0.00
Retirement Rate Adj.	365	0.00	0.00
Adjust Ind. Insurance for Security Screeners to correct rate	53,083	0.00	0.00
COLA Adjustment	(1,544)	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	3,754	0.00	0.00
Sum of Changes:	65,904	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Facilities Management - KCCF 0010/0600

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	386,000	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	318,432	0.00	0.00
2001 Adopted Budget	704,432	0.00	0.00
Technical Adjustment			
Non-GGCIP craft repair projects at the DAJD	704,432	0.00	0.00
Adjust budget to one time PSQ level	(386,000)	0.00	0.00
Sum of Changes:	318,432	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Facilities Management – CX

Technical Adjustments

Central Rate Adjustments – \$62,150. The increase in central rates is primarily due to a flex benefit rate increase, ITS infrastructure costs and an adjustment to correct the industrial insurance costs for the security screeners.

COUNCIL ADOPTED BUDGET

COLA Increase – Executive errata - \$3,754 (Security Screeners). After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$3,754 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN

Airport 4290/0710**4290 Airport Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	9,359,216	46.50	2.00
Status Quo: **	1,290,804	1.00	2.75
Changes:	1,482,940	4.50	1.00
2001 Adopted Budget	12,132,960	52.00	5.75
<i>Mandatory Add</i>			
Logan/Knox Reallocation	21,887	0.00	0.00
<i>Technical Adjustment</i>			
Administrative Operations	46,175	0.00	0.00
Expenditure Contra	470,271	0.00	0.00
Maintenance Operations	(50,402)	0.00	0.00
Contracts	(258,258)	0.00	0.00
Radio Program	19,456	0.00	0.00
Engineering Operations	1,739	0.00	0.00
Debt Service Bond Issue	110,000	0.00	0.00
Trade Program Elimination	(188,786)	(1.50)	0.00
Training & Related Travel	59,570	0.00	0.00
Airport Public relations	(39,335)	0.00	0.00
Property Manager (PAIV)	0	0.00	0.00
Safety Officer (PAIII)	73,454	1.00	0.00
Administrative Assistant IV	87,399	1.00	0.00
Electrical Helper	48,077	1.00	0.00
Plumber	94,171	1.00	0.00
Capital Equipment	22,950	0.00	0.00
Contamination Investigation	312,621	0.00	0.00
Records Management Specialist (PAI)	60,695	0.00	1.00
Capital Project Coordinator (PAI)	69,432	1.00	0.00
Airport Maintenance Workers	51,780	1.00	0.00
Prosecuting Attorney Legal Support	143,149	0.00	0.00
Capital Facilities Inspection Program	150,000	0.00	0.00
Developmentally Disabled - DCFM - Custodial Crew	154,029	0.00	0.00
Airport Rescue & Fire Fighting Transfer: ARFF Corporal (Sheriff's	87,845	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	6,297	0.00	0.00
CX Overhead Adj.	(25,876)	0.00	0.00
ITS O&M	3,502	0.00	0.00
ITS Infrastructure	5,893	0.00	0.00
ITS GIS	20,852	0.00	0.00
Telecommunications Services	(23,859)	0.00	0.00
Telecommunications Overhead	(1,714)	0.00	0.00
DCFM Space Charge	(50)	0.00	0.00
Insurance Charges	11,767	0.00	0.00

GENERAL GOVERNMENT PROGRAM PLAN

Airport 4290/0710

4290 Airport Fund

Program Area: General Government

Radio Access	7,673	0.00	0.00
Radio Maintenance	4,312	0.00	0.00
Radio Direct Charges	(3,173)	0.00	0.00
Radio Reserve Program	8,597	0.00	0.00
PAO Rates	(4,439)	0.00	0.00
Finance Rates	(98,201)	0.00	0.00
Retirement Rate Adj.	1,927	0.00	0.00
Industrial Insurance Rate Adj.	(848)	0.00	0.00
1% Underexpenditure	707	0.00	0.00
COLA Adjustment	17,424	0.00	0.00

Council Add

COLA increase - Exec. errata	4,230	0.00	0.00
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Sum of Changes:	1,482,940	4.50	1.00
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* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Airport Construction Transfer 4290/0716

4290 Airport Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,488,176	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	(1,488,176)	0.00	0.00
2001 Adopted Budget	1,000,000	0.00	0.00
Technical Adjustment			
Bond Sale Postponed to 2001	(1,488,176)	0.00	0.00
Sum of Changes:	(1,488,176)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Airport

Significant Program Reductions

Trade Program Transfer - (\$188,557)/(1.5 FTE). The international trade program will no longer be included within the Division. The CX contribution of 70,018 is therefore discontinued in 2001.

Combined Operating Expense Reductions – (\$ 347,995). The Airport introduced a package of various technical adjustments to the 2001 budget resulting in this reduction. The reductions have occurred in several areas including contracts, maintenance and aviation education operations. The reductions were the result of backing out one time only expenditures and changes in operational requirements from the 2000 adopted budget.

Significant Program Reductions

Contamination Investigation Program – \$ 312,621. This amount is needed to address various environmental issues such as oil spills, contaminated soils and contamination investigation disposal and re-mediation that occur on Airport property.

Safety Officer Program Analyst III – \$ 73,334/ 1.0 FTE. The Safety Officer will monitor, recommend and implement programs to improve the security and safety of Airport systems, facilities and structures in order to comply with all federal, state and county regulations. The position shall also ensure compliance with FAA Part 139 requirements certification and performance measures. A Safety Officer is standard on most Airports and has been recommended by the FAA.

Administrative Assistant IV – \$ 85,279/ 1.0 FTE. This position will serve as an Assistant to the Manager and Assistant Manager. The position is needed to aid Airport Management with various projects and assignments that would that would normally be done by the manager but which need additional research, analysis, assessment, monitoring of various airport programs beyond what the Manager can accomplish given her other demands. The position will benefit the Airport and its constituents by assuring more prompt, thorough responsiveness.

Electrical Helper – \$ 49,139/1.0 FTE. The electrical demands at the Airport exceed the time available from the two electricians. The electrical helper will assist the licensed electricians with tasks such as changing bulbs in order for the electricians to spend their time on the more complex electrical work on the airfield.

Plumber – \$ 95,233/ 1.0 FTE. An additional plumber is needed to conduct fire safety inspections on water utility systems required by federal, state and county regulations and insurers. The cost of the plumber includes a vehicle and necessary tools and equipment.

Capital Facilities Coordinator (Program Analyst II) – \$ 52,843/1.0 FTE. The position will be needed to provide effective, efficient, timely and economical capital project administration. Duties would include Consultant selection documentation, procurement assistance, permitting (including appeals), grant management, cost control and tenant coordination.

Records Management Specialist (Program Analyst I) – \$ 69,313/1.0 TLP. The Airport has a complex set of lease, historical, legal, planning, engineering and other technical documents that need to be organized, maintained, coordinated and archived. The incumbent in this position shall develop archive and records management procedures, subject to management approval.

Prosecuting Attorney Legal Support – \$ 140,875. Recent legal support requirements of the Airport, have resulted in an analysis that showed the need for a dedicated attorney and paralegal. This

GENERAL GOVERNMENT PROGRAM PLAN

dedicated legal staff will coordinate other attorneys as needed for the wide range of legal issues facing the airport.

Capital Facilities Inspection Program – \$ 150,000. The airport owns several facilities that are in need of an evaluation to determine compliance with fire and occupational hazards. A consultant will be engaged to determine as well facility life cycles, estimation of improvement and replacement cost, facility inspections and recommendations and facilitate specific analysis such as seismic and fire.

Other Combined Operating Expense Additions – \$ 708,006. The Airport has other various technical adjustment additions in several areas including: administrative operations, elimination of contra accounts, training, engineering re-organization and capital equipment purchases, increase of the transfer to the Facilities Division, for custodial support and increased ARFF contractual costs to the King County Sheriff's Office.

Other Significant Issues

Historically, the Airport has financed its capital program primarily with cash financing and grant funding. However, the Airport anticipates large expenditures in the next five years to support its runway improvement, development and noise abatement programs. Consequently, the 2001 Adopted budget assumes debt financing of selected capital projects. These projects selected are not eligible for FAA grant funding and their financing is scheduled in order to keep total debt below \$13.3 million at all times. By using bonds to finance a portion of its capital program beginning in 2001, King County Airport will be able to stay above its target minimum fund balance of \$2 million.

[**Link to Airport Performance Indicators, 5KB .pdf**](#)

[**Link to Airport Financial Plan, 8KB .pdf**](#)

COUNCIL ADOPTED BUDGET

COLA Increase – Executive errata - \$4,230. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$4,230 in the 2001 budget.

Council Agencies

COUNCIL AGENCIES

Mission
Council Agencies

The thirteen-member elected Metropolitan County Council is the policy determining body of the County and exercises all legislative powers authorized under the King County Charter, including adoption and enactment of ordinances, levy of taxes, appropriation of funds, establishment of compensation levels for County employees, and organization of administrative offices and executive departments.

ISSUES AND PRIORITIES

In addition to its legislative duties, the Metropolitan King County Council has six separate sections that perform daily functions.

The Council Administrator provides general support to the Council through administration of the legislative branch budget and general oversight of legislative offices. Within this section, the Chief of Staff supervises the Council's central staff which analyzes proposed legislation, handles legal and policy issues, and conducts long-term special studies. The Clerk of the Council is responsible for processing legislation and other

official County records, including preparation of Council agendas.

The Hearing Examiner conducts quasi-judicial public hearings on land use applications and on appeals of administrative orders and decisions, prepares reports of all hearings, and makes recommendations and decisions on the matters heard.

The Council Auditor conducts management and financial audits and special studies of County departments, agencies and programs to assist the Metropolitan King County Council in its oversight of the effectiveness and efficiency of County government operations.

The Ombudsman-Tax Advisor's Office investigates complaints against King County administrative agencies, makes recommendations for improvements based on these investigations, and provides information and referral assistance to the public. The Tax Advisor provides advice to the public on property tax law and the appropriate procedures to appeal property tax re-evaluations.

The Board of Appeals provides a fair and impartial hearing process for appeals of personal and real property valuations for tax assessment purposes and of various business license decisions and animal control orders.

King County Civic Television provides citizens accessibility to view Council proceedings from their homes.

GENERAL GOVERNMENT PROGRAM PLAN**County Council 0010/0010****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	4,815,576	64.00	0.00
Status Quo: **	505,876	0.00	0.00
Changes:	35,473	0.00	0.00
2001 Adopted Budget	5,356,925	64.00	0.00
<i>Target Reduction</i>			
CX Target Reduction (8.4%)	(323,787)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	7,673	0.00	0.00
ITS Infrastructure	6,978	0.00	0.00
ITS GIS	11,066	0.00	0.00
Telecommunications Services	(1,985)	0.00	0.00
Telecommunications Overhead	(580)	0.00	0.00
Insurance Charges	(25,758)	0.00	0.00
Finance Rates	1,425	0.00	0.00
Retirement Rate Adj.	2,385	0.00	0.00
Industrial Insurance Rate Adj.	(321)	0.00	0.00
Merit Adjustment	156	0.00	0.00
1% Underexpenditure	3,159	0.00	0.00
COLA Adjustment	6,896	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	5,473	0.00	0.00
PSQ adjustment	342,693	0.00	0.00
Sum of Changes:	35,473	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

It is the intent of the council that the county incorporate the findings of the September 1, 2000, proviso response of the budget office concerning unfunded state mandates into its 2001 legislative agenda. The county legislative steering committee shall review and incorporate the major findings of this budget office report into the proposed 2001 legislative agenda for those issues where legislative change is needed to reduce or eliminate the fiscal impact of unfunded, but unreimbursable, mandates. In addition, the steering committee, in consultation with the office of the prosecuting attorney, should approach the state legislature with the data showing that mandates that should be reimbursable under state law are not being funded. The steering committee should develop a proposed plan that identifies these reimbursable mandates for consideration by the state legislature for funding in the 2001-02 biennial budget. The steering committee shall include its progress on addressing these unfunded mandates as part of its regular reporting to the council.

PROVIDED FURTHER THAT:

It is the council's intent for the committee of the whole to analyze the need for an amendment to the King County Charter to improve the county's budget development and review process. The analysis shall include, at a minimum, evaluating the timing of the presentation of the budget to the council and the advisability of a biennial budget process. The committee of the whole shall solicit input from citizen groups with an interest in improving the efficiency of government so that the council may conduct a more deliberative review.

GENERAL GOVERNMENT PROGRAM PLAN

Council Administration		0010/0020		
0010	Current Expense Fund	Program Area:	General Government	
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		6,471,418	61.50	0.00
Status Quo: **		589,625	0.00	1.00
Changes:		66,454	0.50	0.00
2001 Adopted Budget		7,127,497	62.00	1.00
<i>Target Reduction</i>				
CX Target Reduction (8.4%)		(429,634)	0.00	0.00
<i>Technical Adjustment</i>				
Technical Correction		(2,380)	0.00	0.00
<i>Central Rate Adjustments</i>				
Flex Benefits		7,616	0.00	0.00
ITS O&M		(317)	0.00	0.00
ITS Infrastructure		8,486	0.00	0.00
Telecommunications Services		(67,397)	0.00	0.00
Telecommunications Overhead		(14,777)	0.00	0.00
Motor Pool Adj.		(7,862)	0.00	0.00
DCFM Space Charge		(21,815)	0.00	0.00
Finance Rates		(18,899)	0.00	0.00
Retirement Rate Adj.		2,731	0.00	0.00
Industrial Insurance Rate Adj.		(339)	0.00	0.00
Merit Adjustment		463	0.00	0.00
1% Underexpenditure		5,362	0.00	0.00
COLA Adjustment		7,954	0.00	0.00
<i>Council Add</i>				
COLA increase - Exec. errata		6,454	0.00	0.00
Lobbying for ESA		30,000	0.00	0.00
PSQ adjustment		560,808	.50	0.00
Sum of Changes:		66,454	.50	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):**PROVIDED THAT:**

It is the intent of the council that a task force be established to identify the steps necessary to implement a new budget process that would better reflect county policy decisions and allow for better fiscal oversight. The task force shall consist of the county executive, chair of the council, chair of the council's budget and fiscal management committee, budget office director, finance director, human resource director, county auditor, designated council staff, or their designees. It is the intent of the council that the task force be supported with appropriate county staff resources—including legal advice from the office of the prosecuting attorney—and with consultant services when needed.

The task force will take testimony, conduct workgroups, and develop a final report that will, at a minimum, consider:

A. Budgeting at the levels of organizational unit, program, function, or service rather than the current system of department and fund. That the task force use, as a basis for its evaluation, the guidelines of the governmental fiscal officers association and other identified budgeting best practices.

B. That a new budgeting system identify for each direct service agency, its goals, core business functions, its level of regional, unincorporated, and contract services, and process and performance measures necessary for evaluating the work of the department or unit.

C. That the new budgeting system identify for each internal service agency the same basic data as required for other agencies, but also identify how rate allocation methodologies can be developed that adequately cover the costs of services and also equitably charge client agencies for value received.

D. That the task force identify what types of fiscal and program information are needed to support the development of the budget and to monitor on-going budget compliance.

GENERAL GOVERNMENT PROGRAM PLAN

Council Administration 0010/0020

0010 Current Expense Fund

Program Area: General Government

E. That the task force evaluate current timelines for budget preparation and submission for council review, submission of rate methodologies for council review, and the submission of budget supplementals and other budget related legislation and make recommendations for future processes in light of the task force intent to allow for better fiscal oversight and policy decision-making.

The draft report shall be completed by May 1, 2001, for council review. Based on the council review and approval of the task force report, the executive shall incorporate any identified changes and submit legislation needed to implement task force recommendations by September 1, 2001.

GENERAL GOVERNMENT PROGRAM PLAN

Hearing Examiner

0010/0030

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail**Expenditure****FTEs *****TLPs****2000 Adopted Budget:**

614,645

7.00

0.00

Status Quo: **

72,554

0.00

0.00

Changes:

(113,465)

(2.00)

0.00

2001 Adopted Budget**573,734****5.00****0.00*****Target Reduction***

CX Target Reduction (8.4%)

(58,064)

0.00

0.00

Central Rate Adjustments

Flex Benefits

833

0.00

0.00

ITS O&M

155

0.00

0.00

ITS Infrastructure

1,020

0.00

0.00

Long-term Leases

3,064

0.00

0.00

Finance Rates

(2,575)

0.00

0.00

Retirement Rate Adj.

314

0.00

0.00

Industrial Insurance Rate Adj.

(37)

0.00

0.00

Merit Adjustment

65

0.00

0.00

1% Underexpenditure

540

0.00

0.00

Property Services--Lease Admin Fee

309

0.00

0.00

COLA Adjustment

898

0.00

0.00

Council Add

COLA increase - Exec. errata

734

0.00

0.00

PSQ adjustment

(60,721)

(2.00)

0.00

Sum of Changes:**(113,465)****(2.00)****0.00**

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Council Auditor 0010/0040

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	1,199,250	11.00	0.00
Status Quo: **	98,531	0.00	0.00
Changes:	321,126	0.00	0.00
2001 Adopted Budget	1,618,907	11.00	0.00
<i>Target Reduction</i>			
CX Target Reduction (8.4%)	(78,964)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	1,309	0.00	0.00
ITS O&M	(560)	0.00	0.00
ITS Infrastructure	1,108	0.00	0.00
Telecommunications Services	(1,843)	0.00	0.00
Telecommunications Overhead	(357)	0.00	0.00
Finance Rates	(1,371)	0.00	0.00
Retirement Rate Adj.	485	0.00	0.00
Industrial Insurance Rate Adj.	(63)	0.00	0.00
Merit Adjustment	74	0.00	0.00
1% Underexpenditure	788	0.00	0.00
COLA Adjustment	1,405	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	1,126	0.00	0.00
FSRP - financial audit	250,000	0.00	0.00
PSQ adjustment	147,989	0.00	0.00
Sum of Changes:	321,126	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

Of the amount appropriated, \$250,000 is provided for an independent consultant to perform a financial audit of the financial systems replacement program and is revenue backed from the 2000 CIP project 344101, financial systems replacement program fund balance.

GENERAL GOVERNMENT PROGRAM PLAN

Ombudsman/Tax Advisor 0010/0050**0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	696,507	9.00	0.00
Status Quo: **	80,509	0.00	0.00
Changes:	(19,381)	0.00	0.00
2001 Adopted Budget	757,635	9.00	0.00
<i>Target Reduction</i>			
CX Target Reduction (8.4%)	(47,278)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	1,071	0.00	0.00
ITS O&M	(12,542)	0.00	0.00
ITS Infrastructure	873	0.00	0.00
Telecommunications Services	(2,993)	0.00	0.00
Telecommunications Overhead	(1,383)	0.00	0.00
DCFM Space Charge	(1,359)	0.00	0.00
Finance Rates	517	0.00	0.00
Retirement Rate Adj.	323	0.00	0.00
Industrial Insurance Rate Adj.	(47)	0.00	0.00
Merit Adjustment	19	0.00	0.00
1% Underexpenditure	619	0.00	0.00
COLA Adjustment	939	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	739	0.00	0.00
PSQ adjustment	41,121	0.00	0.00
Sum of Changes:	(19,381)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

King County Civic Television 0010/0060

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	452,500	6.00	0.00
Status Quo: **	42,438	0.00	0.00
Changes:	359	1.00	0.00
2001 Adopted Budget	495,297	7.00	0.00
<i>Target Reduction</i>			
CX Target Reduction (8.4%)	(30,115)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	714	0.00	0.00
ITS Infrastructure	323	0.00	0.00
Finance Rates	355	0.00	0.00
Retirement Rate Adj.	152	0.00	0.00
Industrial Insurance Rate Adj.	(30)	0.00	0.00
Merit Adjustment	32	0.00	0.00
1% Underexpenditure	281	0.00	0.00
COLA Adjustment	434	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	359	0.00	0.00
PSQ adjustment	27,854	1.00	0.00
<i>Sum of Changes:</i>	359	1.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Board of Appeals 0010/0070****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	468,915	4.00	0.00
Status Quo: **	24,269	0.00	0.00
Changes:	15,351	0.00	0.00
2001 Adopted Budget	508,535	4.00	0.00
<i>Target Reduction</i>			
CX Target Reduction (8.4%)	(41,671)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	476	0.00	0.00
ITS O&M	(2,190)	0.00	0.00
ITS Infrastructure	594	0.00	0.00
Telecommunications Services	(1,291)	0.00	0.00
Telecommunications Overhead	(483)	0.00	0.00
DCFM Space Charge	(1,964)	0.00	0.00
Finance Rates	(1,512)	0.00	0.00
Retirement Rate Adj.	147	0.00	0.00
Industrial Insurance Rate Adj.	(30)	0.00	0.00
Merit Adjustment	31	0.00	0.00
1% Underexpenditure	475	0.00	0.00
COLA Adjustment	427	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	351	0.00	0.00
Per Diem Increases	15,000	0.00	0.00
PSQ adjustment	46,991	0.00	0.00
Sum of Changes:	15,351	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

From the appropriation for the board of appeals (0010/0070), \$15,000 shall be spent only to fund any per diem increases adopted by the council in 2001.

PROVIDED FURTHER THAT:

The board shall work with the assessor's office to develop a process that would complete the consideration of any year's appeal from residential property tax valuations before the succeeding year's property tax assessments are mailed to residents. The process plan shall be submitted by July 1, 2001, in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the management, labor, and customer services committee, or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

The Legislative Branch agencies' funding, as included in the 2001 Adopted budget, totals \$15,021,559, supported exclusively by the Current Expense Fund. There are 162.50 positions proposed for the Legislative Branch.

The 2001 Adopted Budget for the Council agencies represents the 2000 adopted appropriation level adjusted for salary and benefit changes and central rate adjustments.

Technical Adjustments

Central Rate Adjustments – (\$110,385). These adjustments are comprised of central rate changes in medical benefits, finance rates, retirement, merit, industrial insurance, ITS Infrastructure, ITS GIS, telecommunications services and overhead, cost-of-living adjustments, motor pool and DCFM space charges for all Council agencies.

1% Partial Underexpenditure Requirement – \$11,234. The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

COUNCIL ADOPTED BUDGET

PSQ Adjustments - \$1,401,735/ (.50 FTE). After submission of the Executive Proposed Budget, Council staff identified PSQ adjustments totaling \$1,401,735 and (.50 FTE) for all Council agencies.

COLA Increase – Executive errata - \$15,236. After submission of the Executive Proposed Budget more Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For Council agency budgets, this represents an additional \$15,236 in the 2001 budget.

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**County Executive
And
Deputy County Executive**

[Link to Executive and Deputy Executive Org Chart, 7 KB .pdf](#)

COUNTY EXECUTIVE

DEPUTY COUNTY EXECUTIVE

Mission

County Executive

Deputy County Executive

To provide strategic direction of all governmental affairs; to ensure prudent management of all County resources and stewardship of all funds; to protect the public trust and strive to deliver necessary services and approved activities; to execute and enforce all ordinances and State statutes within the County and to prepare and present comprehensive plans for the present and future development of the County.

ISSUES AND PRIORITIES

The Executive provides leadership on critical issues facing our region. In 2001, the Executive will continue to focus on maximizing the county's improvements and innovations. This includes providing core services while emphasizing efficient government so King County remains a quality regional service provider. Many of the key initiatives of past years will continue to be of paramount importance – SmartGrowth's efforts in transportation and the Endangered Species Act (ESA), as well as retaining the rural legacy and urban vibrancy – all of which have been strengthened by past Executive efforts.

Attention will continue to be focused on efficiencies in the criminal justice areas as lead by the Executive's juvenile and adult justice master planning processes and Swift and Certain Justice Team initiatives. Earth Legacy Initiatives will feature programs aimed at strengthening our environment and preserving our quality of life in King County. The Executive directs his office and the departments to continue to focus on efficiencies and effective service delivery. Overall, all policies that are initiated through the leadership of the Executive and his staff will be directed by the vision of keeping King County the best place in the world in which to live, work and play.

GENERAL GOVERNMENT PROGRAM PLAN

County Executive		0010/0110		
0010	Current Expense Fund	Program Area:	General Government	
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		227,553	2.00	0.00
Status Quo: **		19,698	0.00	0.00
Changes:		1,644	0.00	0.00
2001 Adopted Budget		248,895	2.00	0.00
<i>Central Rate Adjustments</i>				
Flex Benefits		238	0.00	0.00
ITS Infrastructure		309	0.00	0.00
Finance Rates		238	0.00	0.00
Retirement Rate Adj.		141	0.00	0.00
Industrial Insurance Rate Adj.		(12)	0.00	0.00
Merit Adjustment		4	0.00	0.00
COLA Adjustment		407	0.00	0.00
<i>Council Add</i>				
COLA increase - Exec. errata		319	0.00	0.00
Sum of Changes:		1,644	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

County Executive

Technical Adjustments

Central Rate Adjustments – \$1,325. Included within the central rate adjustments are medical benefits, ITS Infrastructure, finance rates, retirement rate adjustment, merit and cost-of-living adjustments.

COUNCIL ADOPTED BUDGET

COLA Increase - \$319. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$319 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN**Deputy County Executive 0010/0120****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,867,744	26.00	0.00
Status Quo: **	(59,848)	0.00	0.00
Changes:	(122,333)	(1.00)	0.00
2001 Adopted Budget	2,685,563	25.00	0.00
<i>Target Reduction</i>			
FTE Reduction - Administrative Asst III	(59,404)	(1.00)	0.00
Reduce Education Liaison Contract	(86,652)	0.00	0.00
Reclassify Admin Asst IV to Admin Asst I	(45,683)	0.00	0.00
<i>Technical Adjustment</i>			
Correct Industrial Insurance Codes	2,310	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	3,094	0.00	0.00
ITS O&M	3,562	0.00	0.00
ITS Infrastructure	2,959	0.00	0.00
Telecommunications Services	(12,267)	0.00	0.00
Telecommunications Overhead	(3,178)	0.00	0.00
DCFM Space Charge	75,401	0.00	0.00
Radio Access	(51)	0.00	0.00
Radio Maintenance	(16)	0.00	0.00
Radio Direct Charges	5	0.00	0.00
Radio Reserve Program	37	0.00	0.00
Finance Rates	(7,544)	0.00	0.00
Retirement Rate Adj.	1,056	0.00	0.00
Industrial Insurance Rate Adj.	(115)	0.00	0.00
Merit Adjustment	117	0.00	0.00
1% Underexpenditure	1,260	0.00	0.00
COLA Adjustment	347	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	2,429	0.00	0.00
Sum of Changes:	(122,333)	(1.00)	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):**PROVIDED THAT:**

It is the intent of the council that the executive report on how the county will ensure that any work related to the financial systems replacement project or any other work with the county's core financial systems fully incorporates the goals of providing timely and accurate information for budget tracking, management, and development. The executive shall include this report with any plan submitted to the council for review of the financial systems "re-start" or any other plan for modifying or improving the county's core financial systems and shall specifically identify how the plan incorporates specific corrections or additions to the existing system that address the deficiencies in all budget related reporting or tracking components/modules.

PROVIDED FURTHER THAT:

It is the intent of the council that the executive develop a process in which the agencies that provide services (central rate departments) provide complete information regarding the nature and costs of the services they provide. The executive shall develop process and model information requirements, and submit these for council review and approval by April 1, 2001. The model information requirements, at a minimum, should include definitions of the types of services the central rate department provides, how the services are provided, how they will be measured, and how the costs of those services are calculated. In addition, the model information requirements should identify a "benchmark" for each service from the

Deputy County Executive 0010/0120

0010 Current Expense Fund

Program Area: General Government

public or private sector where available that demonstrates that the services and their rates are appropriate. The plan identifying the model information requirements shall be filed in the form of 15 copies, with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management committee or its successor.

PROVIDED FURTHER THAT:

The executive shall work with the council to develop an energy policy for King County, which shall establish a county perspective on federal and state energy policies; and shall address cultivation of electrical generation opportunities throughout county government, monitoring of county electrical pricing, improvements to the regional transmission infrastructure and conservation strategies.

PROVIDED FURTHER THAT:

The executive shall transmit a proposal with an appropriation request for council approval to conduct a feasibility study to determine opportunities for wind power generation on appropriate properties owned by King County. Any power generated by wind farms or from natural gas turbines powered by facilities managed by the department of natural resources may be marketed on the regional supply power grid, provided that the power is reserved for King County use during stage 2 or stage 3 power supply emergencies.

PROVIDED FURTHER THAT:

The executive shall report to the council on or before February 15 on the status of feasibility studies previously conducted for power generation or power storage at the Cedar Hills Landfill and at the south and west wastewater treatment plants.

PROVIDED FURTHER THAT:

The executive shall identify potential opportunities for reduction of power consumption and energy conservation in all facilities owned by King County. The executive shall also develop a cascading conservation plan to curtail power usage during emerging regional shortages, including, but not limited to facility closures, substituting clean diesel busses for trolleys and other appropriate measures.

GENERAL GOVERNMENT PROGRAM PLAN

Deputy County Executive

Significant Program Reductions

Operational Efficiencies – (\$191,739/1.00 FTE). These continuing office operating efficiencies will result in cost savings of \$191,739. These are comprised of a reclassification of an Executive Administrative Assistant, the reduction of 1.00 FTE Executive Administrative Assistant III and a reduction in consulting services.

Technical Adjustments

Correct Industrial Insurance Codes - \$2,310. This technical adjustment corrects industrial insurance codes inadvertently omitted in payroll records.

Central Rate Adjustments - \$63,407. These adjustments comprise central rate changes in medical benefits, retirement, industrial insurance rates, merit, cost-of-living adjustment, ITS Infrastructure, ITS O&M, DCFM space charge, telecommunications services and overhead, finance rates, and radio rates.

1% Partial Underexpenditure Requirement – \$1,260. The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

COUNCIL ADOPTED BUDGET

COLA Increase - \$2,429. *After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$2,429 in the 2001 budget.*

GENERAL GOVERNMENT PROGRAM PLAN**Office of Cultural Resources 0010/0305****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,250,152	13.50	0.00
Status Quo: **	(289,182)	0.00	0.00
Changes:	356,422	(2.00)	2.00
2001 Adopted Budget	2,317,392	11.50	2.00
<i>Target Reduction</i>			
Eliminate Support to Pacific Science Center	(50,000)	0.00	0.00
Reduce Personnel Services	(108,351)	(2.00)	0.00
Reduce Local Artists Gallery Program	(3,751)	0.00	0.00
<i>Revenue Backed</i>			
Enhance Admin in Public Art Program	3,357	0.00	0.00
Enhance Admin in Public Art Program	57,989	0.00	2.00
<i>Technical Adjustment</i>			
Correction of PSQ Lease Rate	5,812	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	1,666	0.00	0.00
ITS O&M	(194)	0.00	0.00
ITS Infrastructure	1,976	0.00	0.00
Telecommunications Services	(3,410)	0.00	0.00
Telecommunications Overhead	(960)	0.00	0.00
Long-term Leases	4,181	0.00	0.00
Finance Rates	(30,032)	0.00	0.00
Retirement Rate Adj.	410	0.00	0.00
Industrial Insurance Rate Adj.	(102)	0.00	0.00
Merit Adjustment	35	0.00	0.00
1% Underexpenditure	1,200	0.00	0.00
Property Services--Lease Admin Fee	1,631	0.00	0.00
COLA Adjustment	(231)	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	946	0.00	0.00
Increase sustained support for arts restoration	146,551	0.00	0.00
Increase heritage sustained support	100,000	0.00	0.00
Council initiatives	77,699	0.00	0.00
Council Program Support	150,000	0.00	0.00
Sum of Changes:	356,422	(2.00)	2.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

\$77,699 is appropriated to contract with the following agencies:

Auburn Symphony	\$4,000
Bellevue Art Museum	\$5,000
Duvall Arts Commission	\$350
Evergreen City Ballet	\$4,000
Everyone Has a Song	\$4,500
Federal Way Chorale	\$1,500
Federal Way Philharmonic	\$2,499
It Plays in Peoria Productions	\$12,200

GENERAL GOVERNMENT PROGRAM PLAN

Office of Cultural Resources 0010/0305

0010 Current Expense Fund

Program Area: General Government

Jet Cities Chorus	\$1,000
Kent Historical Museum	\$1,500
Kirkland Performance Center	\$35,000
Northwest Symphony Orchestra	\$1,000
White River Valley Museum	\$2,500
Youth Theatre Northwest	\$3,000

PROVIDED FURTHER THAT:

\$100,000 shall be expended on the sesquicentennial sustained support program for heritage organizations.

PROVIDED FURTHER THAT:

\$850,000 shall be expended on the sustained support program for arts. Of this amount, \$150,000 shall be expended solely within the local arts agency category. The remaining \$700,000 shall be expended solely for tier 1 and tier 2 arts organizations.

PROVIDED FURTHER THAT:

\$100,000 is appropriated for a contract with the Bellevue Philharmonic. \$50,000 is appropriated for a contract with the Pacific Science Center.

Cultural Resources

Significant Program Reductions

Elimination of Heritage Sustained Support Program – (\$100,000). The Sesquicentennial Sustained Support Program for heritage organizations, added to the budget in 2000, is eliminated.

Elimination of Local Arts Agency Sustained Support – (\$150,000). The 2000 Local Arts Agency Sustained Support allocation is eliminated. Local Arts Agencies will be eligible for support through the annual Sustained Support Program, which also supports organizations throughout the county. The impact is lower levels of funding for all Sustained Support recipients.

Elimination of Funding for the Pacific Science Center - (\$50,000). The annual allocation to Pacific Science Center is eliminated. Pacific Science Center is neither an arts nor heritage organization, and it does not apply for annual funding to the Office of Cultural Resources. PSC is an excellent organization, but it does not meet the most critical criteria for funding in the Cultural Resources budget.

Special Project Completion - (\$165,958). The Sustained Support Program is reduced to reflect the successful completion of several one-time only projects during 2000.

Reduce Funding for the King County Art Gallery – (\$3,751). The level of funding for this popular program is reduced in 2001. The Arts Commission may elect to continue support for the Program at its 2000 level with supplemental H/M funding.

Technical Adjustments

Transfer of 2 CX-backed FTEs to H/M – (\$108,351). OCR will reduce the number of employees paid through CX by shifting 2 FTEs to Hotel/Motel administration.

Central Rate Adjustments – (\$26,230). These adjustments include central rate changes in medical benefits, ITS O&M, ITS infrastructure, telecommunications, motor pool, lease rates, and finance.

[Link to Cultural Resources Performance Indicators, 5KB .pdf](#)

COUNCIL ADOPTED BUDGET

Council added \$246,500 support for the arts and heritage sustained support programs. Another \$78,000 was added for Council initiatives.

GENERAL GOVERNMENT PROGRAM PLAN

Cultural Development		1170/0301		
1170	Arts and Cultural Development Fund	Program Area:	General Government	
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		6,677,731	7.50	0.00
Status Quo: **		41,599	0.00	0.00
Changes:		(54,651)	3.00	0.00
2001 Adopted Budget		6,664,679	10.50	0.00
<i>Mandatory Add</i>				
Logan/Knox Reallocation		14,362	0.00	0.00
<i>Revenue Backed</i>				
Add Position for Sustained Support Program		53,742	1.00	0.00
Add Position: Departmental Website Manager		53,742	1.00	0.00
Reduce Cultural Programs Local Grants		(161,827)	0.00	0.00
Add Position: Confidential Secretary		53,234	1.00	0.00
<i>Central Rate Adjustments</i>				
Flex Benefits		1,071	0.00	0.00
CX Overhead Adj.		(290)	0.00	0.00
ITS Infrastructure		1,160	0.00	0.00
Telecommunications Services		(1,765)	0.00	0.00
Telecommunications Overhead		(406)	0.00	0.00
Finance Rates		(72,601)	0.00	0.00
Retirement Rate Adj.		302	0.00	0.00
Industrial Insurance Rate Adj.		(44)	0.00	0.00
Merit Adjustment		17	0.00	0.00
COLA Adjustment		4,652	0.00	0.00
Sum of Changes:		(54,651)	3.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

The executive shall submit to the council by April 2, 2001, a report specifying the program and allocation recommendations of the arts commission and the landmarks and heritage commission for 2002 and beyond. The report must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for committee-of-the-whole or the committee responsible for cultural resources issues.

Cultural Development

Significant Program Additions and Reductions

Web Master – \$53,742. This initiative allows the Office of Cultural Resources to hire a web master to maintain its web site that is increasingly in demand. The web is OCR's primary communication medium with the general public for program information, news, applications, and other on-line services.

Programmatic Changes - (\$161,827). This adjustment funds the three additional FTEs described above through the anticipated increase in Cultural Development Fund revenues.

Technical Adjustments

Central Rate Adjustments - \$67,904. This adjustment includes central rate changes in medical benefits, telecommunications services, and a reduction of approximately \$73,000 in finance rates.

[Link to Cultural Development Financial Plan, 8KB .pdf](#)

COUNCIL ADOPTED BUDGET

Council made no changes to the 2001 Executive Proposed Budget.

Budget Office

BUDGET OFFICE

Mission

Budget Office

To provide effective financial management and control over King County's resources.

ISSUES AND PRIORITIES

The Budget Office provides leadership and direction on all aspects of budgeting and financial monitoring for County government.

During 2001, the Budget Office will work closely with individual County agencies to assure continued high standards of fiscal management and to provide analysis on issues of concern to the Executive.

GENERAL GOVERNMENT PROGRAM PLAN**Budget Office 0010/0140****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	3,196,159	38.00	1.50
Status Quo: **	323,024	0.00	0.00
Changes:	(202,100)	(2.00)	0.00
2001 Adopted Budget	3,317,083	36.00	1.50
<i>Target Reduction</i>			
Reducing Consulting Services	(85,724)	0.00	0.00
Reduce Vacant Position to Step 1	(11,150)	0.00	0.00
Reduction of Budget Analyst II Position	(66,044)	(1.00)	0.00
Reduce Budget Analyst Specialist Position	(47,532)	(1.00)	0.00
Reduce Other Contract and Professional Services	(3,685)	0.00	0.00
<i>Technical Adjustment</i>			
Reverse Error in Expenditure Contra	2,179	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	4,640	0.00	0.00
ITS O&M	11,273	0.00	0.00
ITS Infrastructure	6,776	0.00	0.00
Telecommunications Services	(14,232)	0.00	0.00
Telecommunications Overhead	(3,860)	0.00	0.00
DCFM Space Charge	6,563	0.00	0.00
Radio Access	(276)	0.00	0.00
Radio Maintenance	(111)	0.00	0.00
Radio Reserve Program	(374)	0.00	0.00
Finance Rates	(11,020)	0.00	0.00
Retirement Rate Adj.	1,527	0.00	0.00
Industrial Insurance Rate Adj.	(277)	0.00	0.00
Merit Adjustment	238	0.00	0.00
1% Underexpenditure	2,076	0.00	0.00
COLA Adjustment	3,496	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	3,417	0.00	0.00
Sum of Changes:	(202,100)	(2.00)	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):**PROVIDED THAT:**

\$25,000 in the budget office shall not be expended or encumbered until the executive presents a report providing a current expense (CX) financial plan long term strategy. The executive shall submit the report on or before June 1, 2001, that includes an outline of the options and strategies to address out-year CX financial deficits. The report shall include proposals to control growth in total employment costs, as well as an evaluation of the core missions of the county. The report shall also identify any other recommendations to reduce out-year deficits for council consideration.

The report required to be submitted by this proviso must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the budget and fiscal management committee or its successor.

PROVIDED FURTHER THAT:

A portion of this appropriation shall be used to print copies of the executive adopted capital improvement program for 2001. The number of copies printed shall be sufficient to provide copies, at a minimum, for councilmembers, council staff and for distribution to the public libraries in the county.

GENERAL GOVERNMENT PROGRAM PLAN

Budget Office 0010/0140

0010 Current Expense Fund

Program Area: General Government

PROVIDED FURTHER THAT:

It is the intent of the council that the budget office and the council work collaboratively to develop options to respond in a timely fashion to council detailed budget information needs to improve county budgetary decision making. Issues to be analyzed are approaches that address reporting of actual revenue, actual expenditures and supplemental appropriations, along with current and historical budget information. Also to be analyzed will be the current county financial systems that contain actual and budget information to determine capabilities for meeting council information needs. The estimated cost of implementing these options will be addressed in the written report. This collaborative report will be presented by the involved executive and council staff to the budget and fiscal management committee by June 30, 2001.

Any report or plan required to be submitted by this proviso must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management committee or its successor.

PROVIDED FURTHER THAT:

A comprehensive list of county databases, rate and cost allocation models, and related resources used by the budget office, office of human resources management, department of finance, department of information and telecommunications services, and department of construction and facility management shall be supplied to the council by March 31, 2001. Training on the use of any of these databases and related resources shall be provided to council staff on a space available basis or reimbursed by the council.

The list required to be submitted by this proviso must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management committee or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Significant Program Reductions

Operational Efficiencies – (\$89,409). These efficiencies comprise reductions in Consulting Services and Other Contract and Professional Services.

Technical Adjustments

Expenditure Contra Adjustment - \$2,179. This adjustment corrects an error made during PSQ when an expenditure contra from a prior year was inadvertently increased.

Central Rate Adjustments - \$4,363. These adjustments comprise central rate changes in benefits, ITS, Telecommunications, DCFM, Radio and Finance rates, as well as COLA and Merit adjustments.

1% Partial Underexpenditure Requirement – \$2,076. The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

COUNCIL ADOPTED BUDGET

COLA Increase – Executive errata - \$3,417. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$3,417 in the 2001 budget.

Office of Regional Policy and Planning

OFFICE OF REGIONAL POLICY AND PLANNING

Mission

Office of Regional Policy and Planning

To provide policy direction and coordinated planning on growth management issues within King County government to achieve livable communities.

ISSUES AND PRIORITIES

The Office of Regional Policy and Planning (ORPP) coordinates planning within the Executive branch of County government, including areas of growth management, transportation, water resources, and other infrastructure components. The primary focus of this office is integrating the development of policies, plans and programs into an overall

cohesive strategy for King County. Core services of this agency include:

- Regional planning;
- Researching, analyzing and presenting clear and reliable information on growth trends and issues in King County;
- Supporting sustainable regional economic development;
- Achieving annexation or incorporation of all land within the Urban Growth Area and negotiating efficient service delivery relationships with all cities and other jurisdictions;
- Providing oversight of issues relating to children, youth, families and other human services.

ORPP also works with King County's numerous regional partners, including the City of Seattle, suburban cities, special districts neighboring counties and various other entities to implement regional initiatives.

GENERAL GOVERNMENT PROGRAM PLAN

Office of Regional Policy and Planning 0010/0180

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	6,448,360	29.50	2.00
Status Quo: **	4	0.00	0.00
Changes:	252,587	(2.00)	(1.00)
2001 Adopted Budget	6,700,951	27.50	1.00
<i>Target Reduction</i>			
Delete Program Analyst III Position	(66,012)	(1.00)	0.00
Delete Community Planning Chief Position	(90,499)	(1.00)	0.00
Delete Term-Limited Position	(53,521)	0.00	(1.00)
Reduce Miscellaneous Operating Accounts	(19,379)	0.00	0.00
Reduce Printing and Binding	(1,093)	0.00	0.00
<i>Revenue Backed</i>			
DSHS Contract	60,000	0.00	0.00
<i>Technical Adjustment</i>			
Office of PortJOBS	68,571	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	3,808	0.00	0.00
ITS O&M	3,563	0.00	0.00
ITS Infrastructure	4,447	0.00	0.00
ITS GIS	8,497	0.00	0.00
Telecommunications Services	(5,535)	0.00	0.00
Telecommunications Overhead	(1,500)	0.00	0.00
DCFM Space Charge	6,562	0.00	0.00
Finance Rates	(11,718)	0.00	0.00
Retirement Rate Adj.	1,286	0.00	0.00
Industrial Insurance Rate Adj.	(185)	0.00	0.00
Merit Adjustment	132	0.00	0.00
1% Underexpenditure	930	0.00	0.00
COLA Adjustment	(472)	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	2,705	0.00	0.00
Reduce printing expenses	(45,000)	0.00	0.00
Council Program Support	137,000	0.00	0.00
ESA - 4D study	250,000	0.00	0.00
Sum of Changes:	252,587	(2.00)	(1.00)

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

The office of regional policy and planning shall submit a detailed 2001 work program on or before February 1, 2001. The work program must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the policy staff director.

PROVIDED FURTHER THAT:

\$100,000 is appropriated for a contract with the East King County Convention and Visitor's Bureau. \$25,000 is appropriated for a contract with the Global Classroom. \$12,000 is appropriated for a contract with the Trade Development Alliance.

Office of Regional Policy and Planning 0010/0180

0010 Current Expense Fund

Program Area: General Government

PROVIDED FURTHER THAT:

It is the intent of the council that a regional solution for long-term funding of emergency medical services (EMS) be established. \$300,000 of this appropriation may not be expended or encumbered until the executive has submitted and a council committee has held a hearing to consider a plan to provide a long-term source of funding for EMS. The executive shall work with regional task force members and seek prior agreement to the plan from the five (5) municipalities that are parties to the funding mechanism currently in effect. The executive shall coordinate with emergency medical services staff, who will continue to provide support for the task force and will be responsible for drafting the plan. The plan shall be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management committee, or its successor.

PROVIDED FURTHER THAT:

The office of regional policy and planning shall pursue the establishment of an air quality emission brokerage within county government, or partnership with existing brokerages active in the Puget Sound air shed, in a feasibility report to be submitted to the council's growth management and unincorporated affairs committee or its successor on or before June 1, 2001. The feasibility analysis for a county emission brokerage shall evaluate opportunities for King County to purchase or trade emission credits and offsets for criteria pollutants specified in the federal Clean Air Act; and shall investigate opportunities for potential county credits for Clean Fuel Fleet Program and Vehicle Purchase Credits under the Clean Air Act Amendments of 1990. The feasibility report required to be submitted by this proviso must be filed in the form of 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the growth management and unincorporated affairs committee or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Significant Program Reductions

Personnel Changes – (\$210,032)/(2.00) FTEs, (1.00) TLP. Two FTEs and one TLP were reduced in the budget due to program efficiencies.

Operational Efficiencies – (\$20,472). These efficiencies comprise reductions in Printing and Binding and Consulting Services.

Significant Program Additions

DSHS Contract - \$60,000. This 100% revenue-backed program reimburses the King County Jobs Initiative for training, employment and training services provided to TANF recipients.

Technical Adjustments

Office of PortJOBS - \$68,571. This program, backed by \$57,145 in revenues contributed by other County agencies, provides non-traditional apprenticeship and other employment opportunities to low-income adults in King County. This program was transferred from the Department of Community and Human Services to ORPP in 2000 in an effort to be more closely linked with the adult training, placement and retention programs offered through the King County Jobs Initiative.

Central Rate Adjustments - \$8,885. These adjustments comprise central rate changes in benefits, ITS, Telecommunications, DCFM and Finance rates, as well as COLA and Merit adjustments.

1% Partial Underexpenditure Requirement – \$930. The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

COUNCIL ADOPTED BUDGET

Reduction in Printing Expenditures – (\$45,000). *Printing expenses related to printing of County Comprehensive Plan were reduced.*

Council Program Support - \$137,000. *The Council appropriated \$100,000 for the East King County Visitor's Bureau, \$12,000 to a contract with the Trade Development Alliance, and \$25,000 to a contract with the Global Classroom special programs.*

ESA 4-D Study - \$250,000. *Revenue-backed appropriation was provided by the Council for the execution of the Endangered Species Act 4-D Study.*

COLA Increase – Executive errata - \$2,705. *After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$2,705 in the 2001 budget.*

Office of Human Resource Management

[Link to OHRM Org Chart, 5 KB .pdf](#)

HUMAN RESOURCES MANAGEMENT, OFFICE OF

Mission
**Office of Human Resources
Management**
Partners in achieving employee and
organization success.

The Office of Human Resources Management (OHRM) consists of the following divisions:

Office of Human Resources Management – CX. This division administers various programs in the employment area, which include employee recruitment and termination, labor consulting and training, employment arbitration, collective bargaining, affirmative action program, and other employment related programs.

Employee Benefits. This division oversees various programs related to employee benefits provided by the County such as medical, dental, long-term disability, life insurance, retirement, deferred compensation, COBRA, and other benefits as negotiated with the Joint Labor Management Insurance Committee and approved by the Council.

Safety and Claims. This section develops and administers workplace safety programs, including inspection of work sites and dissemination of safety information to employees to promote workplace safety, and administers the County's self-funded industrial insurance/workers' compensation program, as authorized by Title 51 RCW.

ISSUES AND PRIORITIES

The following are OHRM's key objectives and milestone issues for 2001:

Champion Employee Success in the Workplace.

- Design, develop and implement fundamental skill training in human resources administrative skills, manager/supervisor training and interpersonal skills.
- Increase awareness and usage of employee support systems and eliminate any gaps between customer needs and services delivered.

Provide integrated Human Resources Strategic Services to support County Departments in achieving their goals.

- Build OHRM capacity to do human resources strategic planning.
- Partner with departments to ensure that human resources planning is part of the County's strategic planning process and policy direction.
- Develop and implement proactive processes to address financial losses related to human resources management, including legal and risk management losses.

Lead and support organizational change initiatives.

- Facilitate manager and supervisor understanding of organizational change initiatives and policy changes.
- Facilitate the development of and consensus on overall labor policies and human resources philosophy which reinforce the County's organizational change initiatives.

Deliver innovative and responsive human resources expertise, systems, and programs.

- Human resources/pay-related business processes are documented and OHRM and line department human resources staff are trained to support these processes.
- Partner with departments to restructure human resources roles and responsibilities for maximum effectiveness.

GENERAL GOVERNMENT PROGRAM PLAN**Office of Human Resources Management 0010/0420****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	5,953,065	74.50	1.00
Status Quo: **	835,328	0.00	5.00
Changes:	459,979	(3.50)	0.50
2001 Adopted Budget	7,248,372	71.00	6.50
<i>Target Reduction</i>			
Eliminate 1.00 Personnel Analyst II Position	(70,368)	(1.00)	0.00
Reduce Training/Consulting - Training & Org. Dev.	(100,000)	0.00	0.00
Eliminate 1.00 Labor Analyst Position	(70,327)	(1.00)	0.00
General Temporary Reduction	(25,349)	0.00	0.00
Eliminate 0.50 Program Analyst III Position	(41,430)	(.50)	0.00
Eliminate Centralized Service Awards	(18,048)	0.00	0.00
<i>Mandatory Add</i>			
Alternative Dispute Resolution Program	106,053	0.00	1.00
Clark v. King County Process Implementation	180,654	0.00	3.00
<i>Technical Adjustment</i>			
Overtime - from PONS Reconciliation	4,281	0.00	0.00
General Temporary Reduction from PONS Reconciliation	(2,706)	0.00	0.00
Technical Salary Corrections - All CX Sections	(110,082)	(1.00)	(3.50)
<i>Central Rate Adjustments</i>			
Flex Benefits	9,758	0.00	0.00
ITS O&M	208,372	0.00	0.00
ITS Infrastructure	9,017	0.00	0.00
Telecommunications Services	2,470	0.00	0.00
Telecommunications Overhead	(3,403)	0.00	0.00
DCFM Space Charge	118,303	0.00	0.00
Long-term Leases	4,310	0.00	0.00
Finance Rates	246,233	0.00	0.00
Retirement Rate Adj.	2,804	0.00	0.00
Industrial Insurance Rate Adj.	(368)	0.00	0.00
1% Underexpenditure	(3,092)	0.00	0.00
Property Services--Lease Admin Fee	441	0.00	0.00
COLA Adjustment	4,683	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	7,773	0.00	0.00
Sum of Changes:	459,979	(3.50)	.50

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

By February 1, 2001, the executive shall submit to the council the recommendations of the career service review committee on the 1998 and 1999 annual body of work reviews as defined in K.C.C. 3.12A.030 and a report explaining executive implementation of these recommendations.

By June 1, 2001, the executive shall submit to the council the recommendations of the career service review committee on the 2000 annual body of work review as defined in K.C.C. 3.12A.030 and a report explaining executive implementation of these recommendations.

Office of Human Resources Management 0010/0420

0010 Current Expense Fund

Program Area: General Government

These reports must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and the policy staff director.

PROVIDED FURTHER THAT:

By February 15, 2001, the executive shall submit for council review a report analyzing the use of term-limited temporary (TLT) positions. This analysis shall include at a minimum trends and patterns in TLT usage and average duration of TLT positions. The report shall cover TLT usage from 1998 through 2000. The report shall include, at a minimum the following information for each year: A. TLT positions approved and their duration for each department for each TLT category and B. TLT positions that have expired and the status of each expired position (i.e. position extended). The report shall include data for each of these items as well as data to support the analysis performed by OHRM. Executive and council staff shall meet to determine the specific areas of analysis to be performed by OHRM, specific data to be included in the report and the report format.

By July 15, 2001, the executive shall submit for council review a follow-up report analyzing TLT usage from January 2001 – May 2001 and shall include the same information required above.

Any report or plan required to be submitted by this proviso must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the policy staff director.

PROVIDED FURTHER THAT:

No provisions contained in the 2001 budget shall be construed to violate the council's labor policy with respect to proposing the contracting out of work presently performed by represented employees until a work plan has been completed which involves the affected bargaining unit in exploring other alternatives to meet management goals. In addition, any proposal for the contracting out of work performed by represented employees may not violate the employees' collective bargaining agreement.

PROVIDED FURTHER THAT:

It is the intent of the council that this budget is drafted so there will be no net layoffs of personnel. If circumstances should change in 2001 and reductions in force under K.C.C. 3.12.300 are considered, the executive shall inform the council prior to implementing any layoffs to provide an opportunity for collaborative executive/council alternatives to reduction in force.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Office of Human Resources Management (CX)

Significant Program Reductions

Training and Organizational Development – (\$100,000). The major steps in implementing this program will be completed by the end of 2000, which will reduce the need for funding in 2001.

Personnel Reductions – (\$207,474/2.50 FTEs). This represents reduction of 2.50 positions in the areas of classifications and compensations, training and employment arbitration, and diversity management. Some level of services will be complemented by other programs, such as Alternative Dispute Resolution for employment arbitration.

Elimination of Service Awards program – (\$18,048). The centralized award program will be eliminated. Alternatively, County agencies have options to utilize the existing blanket contract to purchase service award items for their employees.

Significant Program Additions

Alternative Dispute Resolution Program - \$106,053/1.00 TLP. This position will support expansion of the program area from labor mediations to multi-party issues, such as contractor disputes.

Clark v. King County Settlement Process Implementation - \$180,654/3.00 TLPs. This resource is needed to support implementation of the settlement, expected to be completed in approximately 18 months.

Technical Adjustments

Adjustments in Salary and Other Related Expenses – (\$108,507)/(1.00) FTE, (3.50) TLPs. The division has identified savings through an internal reorganization and reallocation of staff.

Central Rates Adjustments - \$602,620. These comprise central rate changes in medical benefits, ITS-Technology Services, Telecommunications, building facilities maintenance, Finance, and COLA and Merit adjustments.

1% Partial Underexpenditure Requirement – (\$3,092). The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

[Link to OHRM Performance Indicators, 6KB .pdf](#)

COUNCIL ADOPTED BUDGET

Cost of Living Adjustments (COLA) Increase – \$7,773. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.9% to 3.11%. For this agency's budget, this represents and additional \$7,773 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN

Employee Benefits		5500/0429		
5500	Employee Benefits Fund	Program Area:	General Government	
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		95,040,271	21.00	6.00
Status Quo: **		41,112	0.00	1.00
Changes:		16,148,155	0.00	0.00
2001 Adopted Budget		111,229,538	21.00	7.00
<i>Target Reduction</i>				
Reduction of 1.00 Business System Position		(71,892)	0.00	(1.00)
Removal of Mildly Sick Child Program		(25,000)	0.00	0.00
<i>Mandatory Add</i>				
Logan/Knox Reallocation		35,883	0.00	0.00
<i>Revenue Backed</i>				
Benefits Program Cost Increases		15,535,345	0.00	0.00
Benefits Contract Negotiations		425,000	0.00	0.00
Deferred Comp Consulting Increase		33,175	0.00	0.00
Correction of Consulting Costs		174,621	0.00	0.00
Increase in COBRA/Flex Spending Acct Admin		27,776	0.00	0.00
New Vendor Booklets for Open Enrollment		34,116	0.00	0.00
Miscellaneous Costs		(1,441)	0.00	0.00
<i>Technical Adjustment</i>				
Class Comp Adjustments		59,374	0.00	0.00
PONS Salary Adjustments from PSQ		46,687	0.00	1.00
PERS Admin Corrections		25,960	0.00	0.00
<i>Central Rate Adjustments</i>				
Flex Benefits		3,302	0.00	0.00
CX Overhead Adj.		38,041	0.00	0.00
ITS O&M		(167,962)	0.00	0.00
ITS Infrastructure		2,001	0.00	0.00
Telecommunications Services		(1,726)	0.00	0.00
Telecommunications Overhead		(397)	0.00	0.00
Insurance Charges		3,211	0.00	0.00
PAO Rates		(11,977)	0.00	0.00
Long-term Leases		(39,249)	0.00	0.00
Finance Rates		(5,512)	0.00	0.00
Retirement Rate Adj.		887	0.00	0.00
Industrial Insurance Rate Adj.		(146)	0.00	0.00
CX Transfers - 1% under expenditures		(1,484)	0.00	0.00
Property Services--Lease Admin Fee		552	0.00	0.00
COLA Adjustment		1,918	0.00	0.00
<i>Council Add</i>				
COLA increase - Exec. errata		2,092	0.00	0.00
Restore Mildly Sick Child Daycare		25,000	0.00	0.00
Sum of Changes:		16,148,155	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Employee Benefits

Significant Program Reductions

Reduction in the Business System Area – (\$71,892)/(1.00) TLP. This position was temporarily assigned to assist in improving the rate collection program.

Mildly Sick Child Program – (\$25,000). This program provided alternative daycare to parents who had to otherwise stay home with their mildly sick children.

Significant Program Additions

Logan/Knox Reallocation - \$35,883. This is to cover costs as a result of Logan/Knox settlement.

Benefits Program Costs Increases - \$15,535,345. This amount represents an increase in medical, dental, and long-term disabilities costs as projected by actuary consultant. The actuary estimated this cost based on historical information and projected cost trend.

Benefits Contract Negotiation - \$450,000. This one time cost is necessary to rebid external vendor contracts that are negotiated every three years with the Joint Labor Management Insurance Committee (JLMIC). The next contract renewal is in 2001 when 21 existing vendor contracts must be rebid. The cost includes RFP development, review, and evaluation of high volumes and highly complex technical bid responses.

Deferred Comp Consulting Increase - \$33,175. This program is responsible for the administration of the 457 deferred compensation plan, including providing participant education services. This program is revenue-backed by plan participants through investment fees.

Correction of Consulting Costs - \$174,621. This is to correct the 2001 PSQ budget. The total amount of \$275,960 is needed to utilize outside consultants, which provide a range of services including actuarial projections of benefits cost, determination of rate impact due to plan design changes, evaluation and recommendation on alternative funding and cost management strategies, ongoing compliance review of County plans and communication materials, vendor audits, and ongoing support to JLMIC.

COBRA/Flex Spending Account Administration Cost Increase - \$27,776. COBRA is a federally mandated program. The cost of the vendor contract, which provides a third-party administrator for the programs, has increased. Other administered programs under this contract are the flexible reimbursement account, and the County's negotiated post-retiree medical benefits.

New Vendor Booklets for Open Enrollment - \$34,116. The development of print and on-line communication materials, including summary plan descriptions and other materials, is required by federal, state and local mandates. The negotiation of new benefits package and a rebid of all vendor contracts will require greater than usual production costs for these materials. This is a one-time expenditure that occurs every three years.

Technical Adjustments

Salary Adjustments - \$132,021/(1.00) TLP. These are adjustments to employees salaries as a result of position reclassifications, class comp determination, and corrections related to the PERS Administration program.

Central Rate Adjustments – (\$178,541). These comprise central rate changes in medical benefits, CX Overhead, data processing, telecommunications, tenant rates adjustments, Finance charges, Prosecuting Attorney, Property Services, COLA adjustments, and 1% underexpenditure requirement for CX transfers program.

[Link to Employee Benefits Performance Indicators, 6KB .pdf](#)

[Link to Employee Benefits Financial Plan, 8KB .pdf](#)

COUNCIL ADOPTED BUDGET

Cost of Living Adjustments (COLA) Increase – \$2,092. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.9% to 3.11%. For this agency's budget, this represents and additional \$2,092 in the 2001 budget.

Reduced Benefits Contract Negotiation Cost – (\$25,000) and restore Mildly Sick Child Daycare - \$25,000. The reduction in contract negotiations funding was made to maintain the mildly sick child daycare program.

GENERAL GOVERNMENT PROGRAM PLAN

Safety and Claims Management		5420/0666		
5420	Safety and Workers Compensation Fund	Program Area:	General Government	
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		15,751,185	28.00	0.00
Status Quo: **		280,459	0.00	1.00
Changes:		1,730,561	2.00	(1.00)
2001 Adopted Budget		17,762,205	30.00	0.00
Mandatory Add				
Workers Compensation Claims Costs		1,118,586	0.00	0.00
WA State Dept of Labor & Industries Assessment		218,375	0.00	0.00
Excess Insurance Policy Premium Increase		50,000	0.00	0.00
Program Analyst II (Disabled Employee Job Placement)		54,768	1.00	0.00
Convert TLT Position to FTE		0	1.00	(1.00)
Technical Adjustment				
Payroll System Correction (Disability Mgmt)		18,814	0.00	0.00
Technology Requests				
Claims Management System		91,000	0.00	0.00
Central Rate Adjustments				
Flex Benefits		3,451	0.00	0.00
CX Overhead Adj.		(72,957)	0.00	0.00
ITS O&M		(47)	0.00	0.00
ITS Infrastructure		5,856	0.00	0.00
Telecommunications Services		(5,606)	0.00	0.00
Telecommunications Overhead		(1,382)	0.00	0.00
Motor Pool Adj.		(2,807)	0.00	0.00
DCFM Space Charge		(37,968)	0.00	0.00
Insurance Charges		67,620	0.00	0.00
PAO Rates		57,586	0.00	0.00
Long-term Leases		11,033	0.00	0.00
Finance Rates		145,933	0.00	0.00
Retirement Rate Adj.		1,070	0.00	0.00
Industrial Insurance Rate Adj.		(223)	0.00	0.00
Merit Adjustment		90	0.00	0.00
Property Services--Lease Admin Fee		110	0.00	0.00
COLA Adjustment		4,841	0.00	0.00
Council Add				
COLA increase - Exec. errata		2,418	0.00	0.00
Sum of Changes:		1,730,561	2.00	(1.00)

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Safety and Claims Management

Significant Program Additions

Workers Compensation Claims Costs – \$1,118,586. The Adopted Budget includes \$650,261 for both time loss and permanent disability/pension payments. Each year the Department of Labor and Industries sends notices to self-insured employers informing them of changes in the rate of disability payments. For calendar year 2001, the rate increase is 8%. Also, included in this appropriation are \$427,874 for medical/hospital costs and \$40,451 for vocational rehabilitation. As with time loss/disability payment increases, this increase is a result of State legislation.

Washington State Department of Labor and Industries Assessment – \$218,375. The Adopted Budget includes additional appropriation in the amount of \$218,375 to fund the increased assessments and taxes levied by the Washington State Department of Labor and Industries. Oversight is provided by the DOLI to each self-insured employer to ensure compliance with enacted State injured workers' compensation legislation.

Excess Insurance Policy Premium – \$50,000. An amount of \$50,000 is included in the 2001 Adopted Budget to enable Safety and Claims Management obtain excess insurance to cover catastrophic claims.

Program Analyst II (Disabled Employee Job Placement) – \$54,768/1.00 FTE. The Adopted Budget includes funding for a Program Analyst II dedicated to providing reassignment services to injured/disabled Transit employees and the increasing workload in reassignment services.

Convert Term-Limited Temporary to Regular Position – (\$0/1.00 FTE). The Adopted Budget converts a term-limited temporary Administrative Specialist to a Career Service position.

Claims Management System – \$91,000. The Adopted Budget includes funding for a claims management system that meets the needs of the department for customized programming electronic interface with the Finance (Accounts Payable) and Washington State procedures and calculations for workers' compensation claims.

Technical Adjustments

Central Rate Adjustments – \$176,600. These comprise central rate changes in medical benefits, CX overhead, ITS O&M, ITS Infrastructure, telecommunications services and overhead, motor pool, insurance charges, Prosecuting Attorney, debt service, long-term leases and tenant rate adjustments, finance rates, retirement rate, industrial insurance rate adjustments, cost-of-living adjustment and Property Services lease administration fee.

[Link to Safety and Claims Performance Indicators, 5KB .pdf](#)

[Link to Safety and Claims Financial Plan, 7KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA Increase - \$2,418. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$2,418 in the 2001 budget.

Finance

[Link to Finance Org chart, 4 KB .pdf](#)

FINANCE

***Mission
Finance***

To provide fast, accurate, useful and professional financial services for the citizens and governments of King County.

The Department of Finance consists of an Internal Service Fund Department and a CX Fund Department.

The Department of Finance Internal Services Fund (ISF) Department is funded through central rates collected from other agencies for financial services provided to them by the Department. These services include payroll, accounts payable, accounts receivable and collection enforcement, tax collections and treasury functions, purchasing and

contracts, business development and contract compliance support, financial reporting, and other centralized financial services.

The Finance-CX Department is a mechanism for recording the costs associated with collecting property taxes for the Current Expense Fund as mandated by legislation.

ISSUES AND PRIORITIES

In 2001, the Finance Department will focus on efforts to stabilize and enhance the County's existing payroll and financial systems in response to the decision to suspend the Financial System Replacement Project. A new Systems O&M team is being formed to operate and maintain the new PeopleSoft Payroll System and to operate and enhance web reporting capabilities. In addition, the Financial Management Division will resume its efforts to improve the legacy financial systems after a moratorium in 2000 on system enhancements due to the expected implementation of a new financial system.

The Financial Management Division will also be implementing new procedures related to archiving employee payroll information and implementing new travel requirements in response to recently passed legislation.

The Business Development and Contract Compliance Division will be implementing a new program to provide consulting services to facilitate access to surety bonding and financial assistance for small economically disadvantaged construction firms.

The Treasury Division plans to improve the timelines of ARMS/IBIS cash and bank reconciliation processes by using new cash reconciliation processes. The division also plans to maintain the County's excellent bond rating, maximize investment income by using effective investment techniques, and respond to an increasing number of requests for property tax information.

GENERAL GOVERNMENT PROGRAM PLAN**Finance--Internal Service Fund 5450/0130****5450 Financial Services Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	21,993,302	210.50	0.00
Status Quo: **	353,429	0.00	2.00
Changes:	4,155,712	5.00	0.00
2001 Adopted Budget	26,502,443	215.50	2.00
 <i>Target Reduction</i>			
Equipment Repair/Maintenance	(400)	0.00	0.00
Rent Copy Machine	(2,000)	0.00	0.00
<i>Mandatory Add</i>			
FMD - Record Retention for Retirement Verification	0	0.00	0.00
FMD - Acct. Tech. for Legislated Travel Reimbursement	0	0.00	0.00
Financial Systems O&M	2,249,095	14.00	0.00
Logan/Knox Reallocation	67,440	0.00	0.00
Clark Settlement	15,609	0.00	0.00
<i>Revenue Backed</i>			
Procurement - Proj. control office training material	50,000	0.00	0.00
BDCC - Small Contractors Bonding and Assistance Program	140,000	0.00	0.00
<i>Technical Adjustment</i>			
Redistribute FTEs within the Divisions	64,018	0.00	0.00
FMD - Audit Costs Increase	14,000	0.00	0.00
FMD - PONS Salary Adjustments from PSQ	93,037	0.00	0.00
Treasury - Overtime	30,575	0.00	0.00
Class Comp Adjustments	141,360	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	25,347	0.00	0.00
CX Overhead Adj.	230,198	0.00	0.00
ITS O&M	545,027	0.00	0.00
ITS Infrastructure	32,998	0.00	0.00
Telecommunications Services	38,101	0.00	0.00
Telecommunications Overhead	(2,416)	0.00	0.00
Motor Pool Adj.	1,853	0.00	0.00
DCFM Space Charge	88,479	0.00	0.00
Insurance Charges	(3,836)	0.00	0.00
PAO Rates	(35,459)	0.00	0.00
Long-term Leases	246,741	0.00	0.00
Retirement Rate Adj.	7,021	0.00	0.00
Industrial Insurance Rate Adj.	(872)	0.00	0.00
Property Services--Lease Admin Fee	11,553	0.00	0.00
COLA Adjustment	59,695	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	15,548	0.00	0.00
Records Retention Management	33,000	0.00	0.00
Correct staffing level	0	(9.00)	0.00
Sum of Changes:	4,155,712	5.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Finance--Internal Service Fund 5450/0130

5450 Financial Services Fund

Program Area: General Government

Proviso(s):

PROVIDED THAT:

By March 15, 2001, the executive shall submit for council review and approval by motion a revised methodology for distributing finance charges to county agencies. The revised methodology shall address the disproportionate impact of the current methodology on small funds. Any report or plan required to be submitted by this proviso must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the budget and fiscal management committee or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Finance -- Internal Service Fund

Significant Program Additions

Revenue In Lieu of Target Reductions - \$197,360. The Department has proposed increases in revenue from miscellaneous contribution funds.

Record Retention for Retirement Verification - \$33,000. Starting in 2000, a new federal law requires employers to retain 60 years of employee payroll histories. Currently, King County maintains hard copies and stores them for six years. To comply with this requirement, the Department needs a system that will allow them to scan the payroll documents and store them in an electronic format on CD ROMS.

Accounting Technician Position to Monitor Legislated Travel Reimbursement - \$41,425/1.00 FTE. A legislative change to the travel reimbursement policy, which was implemented in 2000, requires a more restrictive lodging/meal reimbursement criteria. This change requires more extensive staff review in the processing of travel reimbursements. The additional review process has created backlogs and delays on the reimbursement process, which this new staff member will alleviate.

Financial Systems Operations and Maintenance - \$2,249,095/14.00 FTEs. This represents the increase over 2000 costs to operate and maintain the new PeopleSoft payroll system, the financial legacy systems and the web reporting system. This cost includes an upgrade to the PeopleSoft system, Finance Departmental staff costs to maintain the financial systems, and payments to the Information Technology Services Division for services to maintain and support the operations of the financial systems.

Project Control Office Training Material - \$50,000. The project control office in the Procurement Division is responsible for project control of amendments and/or change orders to construction contracts. This request is for material needed in the training of County departments and agencies. Participating departments will be charged for this service.

Small Contractors Bonding and Financial Assistance Program - \$140,000. This amount represents the cost of contracting services for Economically Disadvantage Enterprises. This program will provide consulting services to facilitate access to surety bonding and financial assistance for small economically disadvantaged construction firms. This program is funded at \$361,000 through the Technical Assistant Program.

Technical Adjustments

Redistribution of FTEs and Salary Adjustments - \$298,415. This represents corrections to salaries as a result of the classification/compensation study and other salary adjustments.

Overtime in Treasury Division - \$30,575. This overtime is necessary for data entry work. The Division cut data entry positions in 1996 under the assumption that the on-line accounts payable and payroll systems would have been implemented. This automation has not yet occurred. The current data entry work is highly specialized and requires not only fast data entry skills, but also extensive training to operate the equipment.

Central Rates Adjustments - \$1,244,430. These comprise central rates changes in flex benefits, CX overhead, data processing, telecommunications, rent charges, lease administration fee, and others.

COUNCIL ADOPTED BUDGET

Cost of Living Adjustments (COLA) Increase – \$15,548. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to

GENERAL GOVERNMENT PROGRAM PLAN

September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.9% to 3.11%. For this agency's budget, this represents and additional \$15,548 in the 2001 budget.

Accounting Technician for Legislated Travel Reimbursement – (\$41,425) – (1.0) FTE. Council eliminated Executive Proposed funding for an accounting technician position in Financial Management Division. This position was intended to process travel reimbursement to comply with a more restrictive meal/lodging reimbursement criteria.

Correct Staffing Level – (9.0) FTEs. Council reduced the number of proposed FTEs for Financial Systems Operations and Maintenance from 14.0 FTEs to 5.0 FTEs.

[Link to Finance Financial Plan, 7KB .pdf](#)

[Link to Finance Performance Indicators, 8KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Finance - CX 0010/0150

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,894,146	0.00	0.00
Status Quo: **	167,452	0.00	0.00
Changes:	(401,755)	0.00	0.00
2001 Adopted Budget	2,659,843	0.00	0.00
<i>Central Rate Adjustments</i>			
Finance Rates	(405,813)	0.00	0.00
1% Underexpenditure	4,058	0.00	0.00
Sum of Changes:	(401,755)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Finance (CX)

Technical Adjustment

Central Rate Adjustment -- (\$405,813). This represents a reduction in Finance Treasury Division expenditures that are recovered from CX.

Partial Underexpenditure Adjustment -- \$4,058. The Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX Transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of .75% is being held in the CX Financial Plan, for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. While this is a change in that it is now directly placed in each budget, it is the same policy as in previous years. CX Departments are asked to manage to a total underexpenditure requirement of 1.75%

COUNCIL ADOPTED BUDGET

Council made no changes to the 2001 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

Limited G. O. Bond Redemption 8400/0465

8400 Limited GO Bond Redemption Fund

Program Area: Physical Environment

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	134,114,082	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	(3,241,956)	0.00	0.00
2001 Adopted Budget	130,872,126	0.00	0.00
Technical Adjustment			
Technical Adjustment	(3,241,956)	0.00	0.00
Sum of Changes:	(3,241,956)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Unlimited G. O. Bond Redemption 8500/0466

8500 Unlimited GO Bond Redemption Fund

Program Area: Physical Environment

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	37,441,487	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	1,058,241	0.00	0.00
2001 Adopted Budget	38,499,728	0.00	0.00
Technical Adjustment			
Technical Adjustment	(2,606,568)	0.00	0.00
Council Add			
Additional debt - Harborview & refunded GO bonds	3,664,809	0.00	0.00
Sum of Changes:	1,058,241	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Stadium G. O. Bond Redemption 8510/0467

8510 Stadium GO Bond Redemption Fund

Program Area: Physical Environment

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,537,175	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	3,228	0.00	0.00
2001 Adopted Budget	2,540,403	0.00	0.00
Technical Adjustment			
Technical Adjustment	3,228	0.00	0.00
Sum of Changes:	3,228	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Wastewater Treatment Debt Service 4610/4999M

4610 Water Quality Fund

Program Area: Physical Environment

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	91,326,000	0.00	0.00
Status Quo: **	4,078,000	0.00	0.00
Changes:	729,000	0.00	0.00
2001 Adopted Budget	96,133,000	0.00	0.00
Technical Adjustment			
Technical Adjustment	729,000	0.00	0.00
Sum of Changes:	729,000	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Information and Administrative Services

[Link to DIAS Org chart, 9 KB .pdf](#)

INFORMATION & ADMINISTRATIVE SERVICES

**Information &
Administrative Services**
To serve the public and enable
others to serve.

ISSUES AND PRIORITIES

The Department of Information and Administrative Services (DIAS) provides a variety of services to King County and its citizens. These functions include Information and Telecommunications Services, Licensing and Regulatory Services, Records and Elections, Risk Management, Civil Rights Enforcement, the Board of Ethics, the Civil Rights Commission, the Office of Cable Communications, and the Emergency Management Division which is reported in the Law Safety and Justice program plan.

The Information and Telecommunications Services (ITS) division includes computer systems development, maintenance and processing; network services; strategic technology planning; telecommunications; and printing and graphic arts services. In 2001, ITS will continue to:

- Plan, develop, market and deliver a core set of information services and products that meet the business requirements of King County government, outlying cities, and other jurisdictions;
- Provide technology leadership and enterprise-wide infrastructure to King County citizens and departments;
- Improve ITS' collaboration with King County agencies as an integral partner in our shared business environment;
- Improve King County's process for making IT investment decisions;
- Develop and implement ITS and county-wide IT standards;
- Develop and utilize measurements to track and improve the reliability, quality, and performance of the infrastructure and services provided.

The Licensing and Regulatory Services (LARS) Division serves several functions:

- Managing animal control issues;
- Promoting responsible pet ownership;
- Facilitating public access to County Services including the operation of customer service centers throughout the County;
- Providing business, animal, marriage, and vehicle and vessel licensing.

While striving to provide quality animal care services, in 2001 the Division will continue its efforts to increase the number of pets licensed within King County to a level adequate to provide full cost recovery for this regional program and will further increase the level of public education regarding responsible pet ownership. The division will continue to administer the statewide vehicle license-plate replacement program. Finally, the division will continually assess its service delivery and attempt to identify cross-departmental efficiencies and opportunities to enhance County services provided to the public including the use of technological advancements.

The Records Section will implement the final stages of the Open Access Recording System (OARS) project. Marriage licenses will be recorded at the time of application at any of the seven Community Service Centers, and citizens will be able to get copies of recorded documents dating from 1976 at these same locations, saving them a trip downtown. Also, title companies will be able to submit documents for recording electronically, saving time and travel expenses to and from downtown. In addition, the OARS system now allows for use of the Internet for grantee-grantor index data and electronic images that will provide greater customer usability. A transfer of an Assessor's Excise Tax data entry function to the Records Section will assist in the reduction of a long-time backlog in tax affidavit processing.

GENERAL GOVERNMENT PROGRAM PLAN

The Elections section will begin the once every ten-year census redistricting project for legislative and congressional districts, and conduct the primary and general election for most local offices in the county, including the King County Executive, Sheriff, and the majority of the Councilmembers. It also expects to complete the installation of the Windows[®]-based client server computerized voter registration system to complete the extensive new elections management system.

The Archives and Records Management section will be conducting a program to encourage the use of electronic record keeping which will result in improved access to public records. The initiative will also help in the reduction of paper files and concurrent savings in scarce record storage space as well as continuing to address its space issues.

The Risk Management Division will continue to administer the County's tort self-insurance program, provide quality risk management services to County agencies to help them minimize their losses and adjust citizen tort claims in a fair and timely manner. A continued emphasis will be placed on our proactive loss prevention and loss control efforts in which we review County agency operations and loss exposures and provide information and advice to agency management to help prevent and control their exposures to losses.

In 2000, the Division fully implemented a state of the art Risk Management Information System and new work processes to improve productivity and the quality of service provided to citizens and County agencies. In 2001, the Risk Management Division will be completing work process design and space plans to bring Transit claims in-house in 2002. Based on internal analysis, having Transit claims in-house will be more cost effective than contract claims adjustments, and will allow the County to be more responsive to claimants and to better coordinate loss control initiatives.

The Office of Civil Rights Enforcement (OCRE) enforces County ordinances prohibiting discrimination in housing, employment and public accommodations. OCRE also works to ensure that King County government programs, services and facilities are accessible to persons with disabilities. OCRE has found success in developing partnerships and believes that such relationships are critical to its mission and the key to being effective and efficient. The partnership of Washington State fair housing enforcement agencies spearheaded by OCRE was a recent recipient of a Best Practices Award from the U.S. Department of Housing and Urban Development. That partnership has submitted a grant proposal to HUD to focus on providing fair housing services to immigrants and other under-served populations. Continuing into 2001, OCRE will be working with the Seattle Office for Civil Rights (SOCR) on a variety of fair housing focused activities including work on racially restrictive covenants and mortgage lending. OCRE plans to continue its expanded outreach with the Washington State Human Rights Commission. OCRE itself will be seeking more outreach partnerships. Within King County government, partnerships with the Office of Human Resources Management resulted in very successful investigator training, which will be repeated in 2001. OCRE has also continued to work with Risk Management and OHRM to reduce internal employment discrimination and complaints (and the resulting losses) through training and other means. OCRE has also partnered with Community and Human Services to produce a Fair Housing Toolkit for planner in other jurisdictions. Its work with ADA (Americans with Disabilities Act) liaisons in each department and many divisions has resulted in many access improvements and will be continued throughout 2001.

Two predominantly volunteer organizations exist with the DIAS organization. The Board of Ethics (BOE) is a five-member citizen board with both advisory and quasi-judicial functions. The primary responsibilities of the BOE are to interpret the Code of Ethics through advisory opinions, administer financial and consultant disclosure requirements, and increase awareness of ethics issues through an education and training program. The BOE also hears appeals on findings by the Office of Citizen Complaints—Ombudsman.

The Civil Right Commission (CRC), composed of 16 citizen volunteers, serves in an advisory capacity to the County Executive and County Council on civil rights issues in the areas of contract compliance,

GENERAL GOVERNMENT PROGRAM PLAN

disability access, employment, housing, minority/women business, and public accommodations.

The Office of Cable Communications (OCC) grants operating franchises to telecommunications provider requesting use of the County's rights of way. The OCC follows policies and procedures set forth by King County and the Federal Communications Commission to ensure that customers are fairly served, that companies meet specific compliance standards, and that King County receives equitable reimbursement for allowing the use of it rights of way.

[Link to OCRE Performance Indicator, 7KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Information and Administrative Services., Admin. 0010/0400**0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	1,156,600	13.75	0.00
Status Quo: **	132,891	0.00	1.00
Changes:	17,428	0.00	0.00
2001 Adopted Budget	1,306,919	13.75	1.00
<i>Central Rate Adjustments</i>			
Flex Benefits	1,785	0.00	0.00
ITS O&M	34,533	0.00	0.00
ITS Infrastructure	2,577	0.00	0.00
Telecommunications Services	(3,170)	0.00	0.00
Telecommunications Overhead	(1,446)	0.00	0.00
DCFM Space Charge	10,281	0.00	0.00
Radio Access	(18)	0.00	0.00
Radio Reserve Program	71	0.00	0.00
Long-term Leases	(21,810)	0.00	0.00
Finance Rates	(8,286)	0.00	0.00
Retirement Rate Adj.	534	0.00	0.00
Industrial Insurance Rate Adj.	(74)	0.00	0.00
Merit Adjustment	72	0.00	0.00
1% Underexpenditure	(163)	0.00	0.00
Property Services--Lease Admin Fee	88	0.00	0.00
COLA Adjustment	1,207	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	1,247	0.00	0.00
Sum of Changes:	17,428	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

PROGRAM HIGHLIGHTS

Information & Administrative Services—Administration

Technical Adjustments

Central Rates Adjustments - \$16,344. These adjustments comprise central rates changes in flex benefits, CX overhead, ITS, Telecommunications, Radio rates, Finance rates, lease charges, and COLA and Merit adjustments.

1% Partial Underexpenditure Requirement - (\$163). The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

COUNCIL ADOPTED BUDGET

COLA Increase - \$1,247. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$1,247 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN**Licensing and Regulatory Services 0010/0410****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	6,070,423	92.00	1.00
Status Quo: **	740,753	0.00	3.00
Changes:	(260,279)	(6.90)	0.00
2001 Adopted Budget	6,550,897	85.10	4.00
<i>Target Reduction</i>			
Division Administration Reductions	(17,049)	(.40)	0.00
Interoffice Mail Services Changes	(202,118)	(3.00)	0.00
Business Licensing Inspector Position Reductions	(42,836)	(1.00)	0.00
Position Reduction - Animal Licensing Support	(22,442)	(.50)	0.00
General County InfoLine Reorganization	(108,352)	(2.50)	0.00
Community Service Center Support Reductions	(9,100)	0.00	0.00
<i>Technical Adjustment</i>			
Corrections to PSQ Pons file	0	.50	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	11,543	0.00	0.00
ITS O&M	63,377	0.00	0.00
ITS Infrastructure	12,789	0.00	0.00
Telecommunications Services	31,340	0.00	0.00
Telecommunications Overhead	(2,661)	0.00	0.00
Motor Pool Adj.	(3,028)	0.00	0.00
DCFM Space Charge	8,601	0.00	0.00
Radio Access	(393)	0.00	0.00
Radio Maintenance	(37)	0.00	0.00
Radio Direct Charges	(376)	0.00	0.00
Radio Reserve Program	(577)	0.00	0.00
Long-term Leases	13,668	0.00	0.00
Finance Rates	(1,783)	0.00	0.00
Retirement Rate Adj.	2,285	0.00	0.00
Industrial Insurance Rate Adj.	(764)	0.00	0.00
Merit Adjustment	420	0.00	0.00
1% Underexpenditure	2,713	0.00	0.00
Property Services--Lease Admin Fee	1,102	0.00	0.00
COLA Adjustment	(4,877)	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	8,276	0.00	0.00
Sum of Changes:	(260,279)	(6.90)	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Licensing and Regulatory Services

Significant Program Reductions

Interoffice Mail Service Changes - (\$202,118)/(3.00) FTEs. Internal mail delivery services were changed to enhance efficiency. A new Mail Service Center will be created in the Administration Building, consolidating the current Exchange Building center and serving the downtown core.

Division Administration Reductions - (\$17,049)/(0.40) FTE. Division administration is reduced by 0.40 FTE in a Customer Service Specialist IV position, reflecting less than full time utilization of this position.

Business Licensing Inspector Position Reductions - (\$42,836)/(1.00) FTE. Efficiencies have been realized through restructuring of inspector duties. Duties will be performed by remaining two positions, with the Animal Control Chief and Sergeants assuming some animal-related business licensing and inspection duties.

Position Reduction – Animal Licensing Support - (\$22,442)/(0.50) FTE. Two positions are being consolidated to reflect actual program usage of personnel resources.

General County InfoLine Reorganization - (\$108,352)/(2.50) FTEs. The General County InfoLine service will be reorganized. Backup telephone answering service for the all-County lines will be transferred to the Community Service Centers and to the RJC staff, using existing telephone switching equipment. An automated phone-tree will be considered to supplement live voice answering service.

Community Service Center Support Reductions - (\$9,100). Vacations, which are currently staffed with employees working overtime to cover shifts, will be absorbed through realignment of staff hours to provide CRC coverage.

Significant Program Additions

Adult Entertainment Licenses - \$15,000. The revenue increase is identified based upon a court order in the case of Shoreline vs. Sugars/Hans Entertainment, which requires all adult entertainers and managers to obtain King County licenses effective June 21, 2000.

Pet Partnership Grants and Donations - \$50,000. Additional revenues are identified and sought by the Pet Partnership Program's new Community Volunteer Program. Examining other animal control volunteer programs such as Seattle Animal Control supports this projected level of revenue.

Technical Adjustments

Central Rate Adjustments - \$130,629. This is comprised of adjustments made to Flex Benefits, ITS O&M, ITS Infrastructure, Telecommunications Services, Telecommunications Overhead, Motor Pool, DCFM Space Charge, Radio Access, Radio maintenance, Radio Direct Charges, Radio Reserve Program, Long-term Leases, Finance Rates, Retirement Rate, Industrial Insurance Rate, Merit, Lease Administration Fee, and Cost of Living adjustments.

Corrections to PSQ Pons file - 0.50 FTE. Corrections were made to the budget file to reflect the accurate number of positions.

1% Partial Underexpenditure Requirement - \$2,713. The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

[Link to LARS Performance Indicators, 5KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

COUNCIL ADOPTED BUDGET

COLA increase – Executive errata - \$8,276. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$8,276 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN

Records and Elections		0010/0470		
0010 Current Expense Fund		Program Area: General Government		
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		9,550,119	82.61	0.00
Status Quo: **		(1,099,272)	(1.53)	0.00
Changes:		614,791	(0.70)	4.00
2001 Adopted Budget		9,065,638	80.38	4.00
Target Reduction				
Records Staff Reductions-Efficiencies		(149,445)	(3.70)	0.00
Administration Reductions-Efficiencies		(12,493)	0.00	0.00
Discontinue ITS LAN Support for ARMS		(30,524)	0.00	0.00
Mandatory Add				
Election Reader Equipment Replacement		140,800	0.00	0.00
Ten-Year Census Redistricting		133,357	0.00	4.00
Election System Maintenance (GEMS) Costs		19,688	0.00	0.00
Primary Voters Pamphlet		102,518	0.00	0.00
Revenue Backed				
Special Elections Costs		324,280	0.00	0.00
Technical Adjustment				
Pollworker Wage Increase		25,600	0.00	0.00
Excise Tax Affidavits Processing Consolidation		123,904	3.00	0.00
Corrections to PSQ Pons file		(8,013)	0.00	0.00
Central Rate Adjustments				
Flex Benefits		10,710	0.00	0.00
ITS O&M		(100,730)	0.00	0.00
ITS Infrastructure		12,547	0.00	0.00
ITS GIS		21,725	0.00	0.00
Telecommunications Services		(28,385)	0.00	0.00
Telecommunications Overhead		(10,153)	0.00	0.00
Motor Pool Adj.		(2,019)	0.00	0.00
DCFM Space Charge		51,369	0.00	0.00
Finance Rates		(16,527)	0.00	0.00
Retirement Rate Adj.		2,469	0.00	0.00
Industrial Insurance Rate Adj.		(422)	0.00	0.00
Merit Adjustment		160	0.00	0.00
1% Underexpenditure		(6,172)	0.00	0.00
COLA Adjustment		6,828	0.00	0.00
Council Add				
COLA increase - Exec. errata		3,719	0.00	0.00
Sum of Changes:		614,791	(.70)	4.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Records and Elections 0010/0470

0010 Current Expense Fund

Program Area: General Government

Proviso(s):

PROVIDED THAT:

No later than February 15, 2001, the executive shall submit for council review a plan for completing the implementation of the election management system. The plan shall include the steps necessary to complete installation and testing. In addition to this plan, the executive shall provide the council with a briefing on the criteria that will be used to determine whether to accept the system and provide final payment to the vendor. The plan must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the utilities and technology committee and the management, labor and customer services committee or their successors.

PROVIDED FURTHER THAT:

Of this appropriation, \$83,955 shall be expended only for the production and mailing of the 2001 primary election voters pamphlet to registered voters in King County.

Records and Elections

Significant Program Reductions

Recorder's Staff Reductions - (\$149,445)/(3.70) FTEs. The staff reductions result from forecasted economic slowdown in real estate sales would result in a reduction in the number of recordings and excise tax filings and improved efficiencies are afforded by the implementation of a new electronic recording system (OARS) and staff cross-training.

Administration Reduction - (\$12,493). This initiative combines Campaign Contribution and PDC requirements into one program, and the program is redesigned to include requirements of both bodies of work.

Discontinue ITS LAN support for Archives and Records Management - (\$30,524). ITS support for LAN and Data Base Management maintenance to the Archives and Records Management Section is eliminated and replaced with in-house service.

Significant Program Additions

Replacement of Reader Heads for Mark Sense Voting Devices - \$140,800. This initiative, backed by \$119,000 in reimbursements from other jurisdictions, will replace a portion of the optic eye reader heads in the mark sense voting devices (Accu-Votes).

Ten-Year Census Redistricting - \$133,357, 4.00 TLPs. Every ten years, Federal, State and local jurisdictions are required by Federal and State Law, and by County ordinance, to perform redistricting per new census figures. Beginning April 2001, the census redistricting will be completed for Phase I of this project by December 31, 2001. This add provides for Term Limited Temporary support, and is revenue-backed by \$106,933 in reimbursements from other jurisdictions.

Election System Maintenance Costs - \$19,688. This initiative supports the upgrade and maintenance of the GEMS ballot tabulation software, which is required to insure Federal Election Commission compliance and state-of-the-art functionality of the ballot tabulation equipment. It is revenue-backed by \$16,700 in reimbursements from other jurisdictions.

Primary Voter's Pamphlet - \$102,518. This expenditure funds the printing of a primary voter's pamphlet and associated mailing costs of a postcard notification which will advise voters how to obtain the pamphlet. This initiative is backed by \$72,354 in reimbursements from other jurisdictions.

Special Elections Costs - \$324,280. This 100% revenue-backed initiative supports the four statutory Special Elections conducted on dates as provided by state law. This add assumes approximately the same number and scope of special elections as in 1999.

Election Data and Map Charges - \$15,084. This new revenue would be derived from a correction to the prices charged for maps and data requests to recover actual costs. KCC 2.12.130 authorizes County departments to charge service fees for reimbursement of actual costs incurred.

Revenue Increases – Condominium Name Reserve - \$6,250. In accordance with RCW 64.34.202, the Recorder's office will charge \$50 for individuals and businesses to reserve a name for use in the development of a condominium complex.

Technical Adjustments

Poll Worker Minimum Wage Increase - \$25,600. In November of 1998, State Initiative #688 passed, amending the minimum wage law for 1999 and beyond. Beginning 2001, the minimum wage of \$6.50 is to be increased by the annual CPI. It increases election officials wages from \$6.50 to \$6.70, a 3% increase. This initiative is backed by \$20,300 in revenues collected from other jurisdictions.

Excise Tax Affidavits Processing Consolidation - \$123,904, 3.00 FTEs. This proposal formalizes an

GENERAL GOVERNMENT PROGRAM PLAN

agreement between Assessments and Records and Elections to consolidate efforts and increase Excise Tax Affidavits processing efficiencies. These 3.00 FTEs are existing positions being transferred into Records and Elections from the Assessor's Office, resulting in a net \$0 effect to the Current Expense Fund. The data entry function will be consolidated within Records and Elections and use the new OARS computer system to distribute the data to Assessments and Finance.

Central Rate Adjustments – (\$52,428). This add includes adjustments made to Flex Benefits, ITS O&M, ITS Infrastructure, ITS GIS, Telecommunications Services, Telecommunications Overhead, Motor Pool, DCFM Space Charge, Finance Rates, Retirement Rate, Industrial Insurance Rate, Merit, and Cost of Living adjustments.

Corrections to PSQ Pons file – (\$8,013). Corrections were made to the salary budget file to reflect the accurate salaries and benefits cost.

1% Partial Underexpenditure Requirement - (\$6,172). The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

[Link to Records and Elections Performance Indicators, 5KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA increase – Executive errata - \$3,719. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$3,719 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN

Recorder's O and M		1090/0471		
1090	Recorder's O & M Fund	Program Area: General Government		
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		1,239,174	5.50	0.00
Status Quo: **		(225,528)	0.00	0.00
Changes:		(121,025)	(1.00)	0.00
2001 Adopted Budget		892,621	4.50	0.00
Target Reduction				
Position Reduction-Efficiencies		(44,029)	(1.00)	0.00
Expenditure Reduction		(124,529)	0.00	0.00
Mandatory Add				
Logan/Knox Reallocation		62,902	0.00	0.00
Central Rate Adjustments				
Flex Benefits		714	0.00	0.00
CX Overhead Adj.		(17,520)	0.00	0.00
ITS Infrastructure		648	0.00	0.00
Finance Rates		1,283	0.00	0.00
Retirement Rate Adj.		132	0.00	0.00
Industrial Insurance Rate Adj.		(30)	0.00	0.00
Merit Adjustment		37	0.00	0.00
COLA Adjustment		(633)	0.00	0.00
Sum of Changes:		(121,025)	(1.00)	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Recorder's O&M

Significant Program Reductions

Position Reduction – (\$44,029) (1.00 FTE). An Information Systems Professional I position that is currently vacant was reduced. Other staff have absorbed the duties of this position.

Expenditure Reductions – (\$124,529). These expenditure reductions match expected revenues and reflect final implementation of Phase I and III of the OARS system.

Significant Program Additions

Logan/Knox Reallocation – \$62,902. This add covers the Logan/Knox settlement costs.

Technical Adjustments

Central Rate Adjustments – (\$15,369). These rate changes include adjustments made to Flex Benefits, CX Overhead, ITS Infrastructure, Finance Rates, Retirement Rate, Industrial Insurance Rate, Merit, and Cost of Living adjustments.

[Link to Recorder's O&M Performance Indicator, 5KB .pdf](#)

[Link to Recorder's O&M Financial Plan, 9KB .pdf](#)

COUNCIL ADOPTED BUDGET

Council made no changes to the 2001 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

Risk Management		5520/0154		
5520	Insurance Fund	Program Area:	General Government	
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		20,348,324	18.00	0.00
Status Quo: **		112,465	0.00	0.00
Changes:		(394,199)	0.00	0.00
2001 Adopted Budget		20,066,590	18.00	0.00
<i>Target Reduction</i>				
Elimination of Contract Services		(30,000)	0.00	0.00
Reduce Capital Outlay		(28,000)	0.00	0.00
<i>Revenue Backed</i>				
2002 Transit claim in-house initiative		30,000	0.00	0.00
<i>Technical Adjustment</i>				
Claims Expenditure Adjustments		(1,143,329)	0.00	0.00
Insurance Increase		839,263	0.00	0.00
Rent - copy machine		2,500	0.00	0.00
Salary and Wage Contingency		25,000	0.00	0.00
Consultant Cost Increase		11,514	0.00	0.00
<i>Central Rate Adjustments</i>				
Flex Benefits		2,142	0.00	0.00
CX Overhead Adj.		13,187	0.00	0.00
ITS O&M		1,433	0.00	0.00
ITS Infrastructure		3,141	0.00	0.00
Telecommunications Services		(2,230)	0.00	0.00
Telecommunications Overhead		(1,349)	0.00	0.00
PAO Rates		(132,082)	0.00	0.00
Long-term Leases		8,356	0.00	0.00
Finance Rates		912	0.00	0.00
Retirement Rate Adj.		764	0.00	0.00
Industrial Insurance Rate Adj.		(97)	0.00	0.00
Property Services--Lease Admin Fee		931	0.00	0.00
COLA Adjustment		2,280	0.00	0.00
<i>Council Add</i>				
COLA increase - Exec. errata		1,465	0.00	0.00
Sum of Changes:		(394,199)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Risk Management

Significant Program Reductions

Broker Services Agreement – (\$30,000). The current insurance brokerage agreement includes \$30,000 to support Risk Management's contract review and property conservation functions. The contract review process involves activities such as developing contract insurance requirements, conducting work risk assessments and, documenting insurance compliance. Property conservation support includes following up on our property insurance company's site reviews to ensure agencies respond to recommendations. These functions will be absorbed by the contract review positions to be filled in the 4th quarter of 2000.

Reduce Capital Outlay – (\$28,000). This reduction is in the area of capital outlay account funds for computer equipment. Most computer equipment in this division was upgraded in 1999.

Significant Program Additions.

2002 Transit Claim In-house Initiative - \$30,000. This represents the costs for planned 2001 activities required to bring the adjustment of transit claims in-house in 2002. The preparation activities include developing a space plan, completion of work flow planning and form development associated with handling Transit claims, developing class specifications for Transit claims handling positions, and the establishment of scanning stations at Transit Safety offices and work flow processing for exchanging incident and claim adjustment information.

Technical Adjustments

Central Rate Adjustments - (\$102,612). These rate changes are in flex benefits, CX overhead, ITS, Telecommunications, Financial services, rent charges, and COLA and Merit adjustments.

Insurance Increase - \$839,263. This cost is necessary to fully pay for the County excess liability reinsurance, property insurance and other purchased insurance policies.

Judgment and Claims Decrease – (\$1,143,329). This reflects the actuary's estimated 2001 claim expenditure level (limited to the first \$1 million for any one loss).

Other Administrative Program Increases - \$39,014. This will fund the increase in rent for the new copier, and 2001 salary adjustments.

[Link to Risk Management Performance Indicators, 5KB .pdf](#)

[Link to Risk Management Financial Plan, 11KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA Increase – Executive errata - \$1,465. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$1,435 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN**ITS--Technology Services****5531/0432****5531 Information & Telecommunication - Data Processing Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	21,835,606	153.50	9.75
Status Quo: **	937,808	0.00	0.75
Changes:	2,621,923	(4.00)	0.00
2001 Adopted Budget	25,395,337	149.50	10.50
<i>Mandatory Add</i>			
Logan/Knox Reallocation	43,086	0.00	0.00
Clark Lawsuit Payout	999,494	0.00	0.00
<i>Revenue Backed</i>			
Network Equipment Replacement	0	0.00	0.00
TSM Backups for all Distributed Systems	65,000	0.00	0.00
Add 1 FTE to DSS Staff	0	0.00	0.00
Equipment Replacement (DSS)	0	0.00	0.00
Web Servers: Support and Acquisitions	45,000	0.00	0.00
Retirement Payouts	250,000	0.00	0.00
Strategic IT Plan Implementation	0	0.00	0.00
<i>Technical Adjustment</i>			
Mandatory Adj.to PSQ for Vendor Contracts	266,106	0.00	0.00
PONS Reconciliation	0	0.00	3.00
Technical Adjustment	18,647	0.00	0.00
<i>Technology Requests</i>			
Enterprise-Wide Licensing	1,011,711	0.00	0.00
E-Commerce	120,000	1.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	19,397	0.00	0.00
CX Overhead Adj.	(4,888)	0.00	0.00
ITS O&M	1,104	0.00	0.00
ITS Infrastructure	22,986	0.00	0.00
Telecommunications Services	(11,494)	0.00	0.00
Telecommunications Overhead	(21,682)	0.00	0.00
Motor Pool Adj.	1,300	0.00	0.00
DCFM Space Charge	2,061	0.00	0.00
Insurance Charges	(1,490)	0.00	0.00
Radio Access	1,548	0.00	0.00
Radio Maintenance	666	0.00	0.00
Radio Reserve Program	2,429	0.00	0.00
PAO Rates	(31,384)	0.00	0.00
Long-term Leases	64,607	0.00	0.00
Finance Rates	(58,942)	0.00	0.00
Retirement Rate Adj.	6,308	0.00	0.00
Industrial Insurance Rate Adj.	(994)	0.00	0.00
Merit Adjustment	958	0.00	0.00
Property Services--Lease Admin Fee	8,943	0.00	0.00
COLA Adjustment	28,210	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	25,236	0.00	0.00
Reprogram to OIRM	(681,000)	(5.00)	(3.00)

GENERAL GOVERNMENT PROGRAM PLAN

ITS--Technology Services

5531/0432

5531 Information & Telecommunication - Data Processing Fund

Program Area: General Government

Network Equipment Replacement	300,000	0.00	0.00
Equipment Replacement for DSS	129,000	0.00	0.00
Sum of Changes:	2,621,923	(4.00)	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

\$83,667 of this appropriation may not be expended or encumbered to support the rollout of enterprise electronic commerce services until the council has reviewed and approved by motion a full set of electronic commerce policies and guidelines. These materials shall be transmitted to the council by January 31, 2001, and must be filed in the form of 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the utilities and technology committee or its successor.

PROVIDED FURTHER THAT:

\$36,333 of this appropriation may not be expended or encumbered to support the rollout of enterprise electronic commerce services until the council has reviewed and approved by motion an electronic commerce management plan describing the proposed rollout of electronic commerce services in 2001. The executive's proposed plan shall include a description of pilot operations and objectives associated with this phase, preparations for extending e-commerce opportunities beyond the pilot, and the use of staff and consulting services in support of this rollout. These materials shall be transmitted to the council by April 1, 2001, and must be filed in the form of 15 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the utilities and technology committee or its successor.

PROVIDED FURTHER THAT:

The executive shall transmit to the council, by January 31, 2000, a desktop software management plan aimed at ensuring full software licensing compliance in King County. This plan shall include reporting mechanisms used to track upgrades and to ensure full utilization of the county's enterprise software licensing agreement with Microsoft. The plan also shall evaluate current management practices for non-Microsoft software licenses and make recommendations for ensuring that the county is in compliance with licensing requirements. This plan must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the utilities and technology committee or its successor.

PROVIDED FURTHER THAT:

No funds from this appropriation may be expended or encumbered to support the replacement of network or distributed server equipment until the council has reviewed and approved by motion an equipment replacement plan, which addresses the upgrade and/or replacement of enterprise data network components and distributed servers supported by ITS, and a fund balance management plan, which addresses the accumulation and use of fund balance in the information and telecommunications – data processing fund. The equipment replacement plan shall describe the functionality of existing network and distributed server equipment and when, where and how that functionality is likely to be exceeded; shall propose, based on a detailed rationale, the schedule by which this equipment should be replaced; and shall prepare, in conjunction with the budget office, a recommendation for how these replacements should be funded. The fund balance management plan shall establish, and provide a rationale for, a target fund balance for the information and telecommunications – data processing fund, and shall establish appropriate uses for this fund balance and the manner in which fund balance will be returned to its desired level once expended. Each plan must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the utilities and technology committee or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

Office of Information Resource Management 5534/0554

5534 Office of Information Resource Management Operating Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	0	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	681,000	6.00	0.00
2001 Adopted Budget	681,000	6.00	0.00
 <i>Council Add</i>			
New Appropriation Unit	681,000	6.00	0.00
Sum of Changes:	681,000	6.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

ITS—Technology Services

Significant Program Additions

Network Equipment Replacement - \$300,000. This initiative funds the replacement of network equipment on the County data network where there is a critical need for improved service. Network routers are either approaching the end of their useful lives or are expected to encounter demand for service beyond their capability.

TSM Backups for all Distributed Systems - \$65,000. This project supplies tapes, disks, and licenses that are needed to continue to provide a standard enterprise level backup/restoration process for supported distributed servers.

Add 1 FTE to DSS Staff - \$63,432/1.00 FTE. This initiative adds 1.00 systems analyst to the Distributed Systems Support group per the DSS Baseline Staffing Model in order to provide critical support of existing and anticipated servers.

Equipment Replacement (Distributed Systems Services) - \$129,000. This project provides funding for additional equipment to help ensure uninterrupted service for supported systems and to avoid escalating maintenance costs for hardware, begin a phased replacement of 17 aging servers by replacing the three most critical to replace in 2001.

Web Servers: Support and Acquisitions - \$45,000. This funds the addition of development, testing, and staging servers to reduce risk and increase reliability for web servers and to bring web servers closer to ITS data center standards.

Clark Lawsuit Payout - \$999,494. This additional funding is needed to cover the ITS allocation of the Clark Lawsuit settlement.

Logan/Knox Reallocation - \$43,086. This add covers the ITS portion of the Logan/Knox settlement costs.

Retirement Payouts - \$250,000. This initiative funds the anticipated costs of retirement payouts for ITS employees who are expected to leave County service in 2001.

Information Technology Strategic Plan Implementation - \$408,276/5.00 FTEs. This project will add a Strategic Planning Office to continue implementation of the IT Strategic Plan per the 2000 budget proviso.

Enterprise-Wide Licensing - \$1,011,711. This initiative will fund Phase I of an enterprise licensing agreement with Microsoft via Washington State's Enterprise MS software licensing agreement. The agreement allows the County rights to upgrade or downgrade to any version of Microsoft software for the duration of the contract.

E-Commerce - \$120,000/1.00 FTE. This project will fund the creation and maintenance of an enterprise-wide E-Commerce infrastructure upon which agency e-commerce applications, or "stores," would reside.

Technical Adjustments

Mandatory Adjustments for Vendor Contracts - \$266,106. These technical adjustments to PSQ will provide additional funds to accommodate increased costs for maintenance of existing vendor hardware & software installed at ITS.

Central Rates Adjustments - \$29,643. This comprises central rates changes in flex benefits, CX overhead, ITS, Telecommunications, rent charges, lease administration fee, and COLA and Merit adjustments.

[Link to ITS--Technology Performance Indicators, 5KB .pdf](#)

[Link to ITS--Technology Financial Plan, 7KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA Increase - \$25,236. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$25,236 in the 2001 budget.

Reprogram to OIRM – (\$681,000)/(5.00 FTEs)(3.00 TLPs). This represents Council's initiative to create the Office of Information Resource Management under a separate fund.

Eliminate 1.0 FTE to DSS staff - (\$63,432)/(1.00 FTE). Council eliminated the executive proposed funding for 1.0 system analyst to the distributed system support group. This position was intended to provide critical support for the existing and anticipated servers.

Eliminate Information Technology Strategic Plan Implementation - (\$408,276)/(5.00 FTEs). Council deleted the Information Technology Strategic Plan Implementation initiative. This initiative was intended to implement the Information Technology Strategic Plan as submitted in the 2000 budget proviso.

GENERAL GOVERNMENT PROGRAM PLAN**ITS--Telecommunications****5532/0433****5532 Information & Telecommunication - Telecommunication Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	1,990,327	8.00	0.00
Status Quo: **	91,400	0.00	0.00
Changes:	(255,110)	0.00	0.00
2001 Adopted Budget	1,826,617	8.00	0.00
<i>Mandatory Add</i>			
Logan/Knox Reallocation	7,488	0.00	0.00
<i>Revenue Backed</i>			
Nortel PBX Network Consolidation	130,000	0.00	0.00
<i>Technical Adjustment</i>			
Reduce Repair/Maintenance of Equipment	(412,950)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	952	0.00	0.00
CX Overhead Adj.	(40,814)	0.00	0.00
ITS O&M	170,758	0.00	0.00
ITS Infrastructure	1,139	0.00	0.00
Telecommunications Services	(25,568)	0.00	0.00
Telecommunications Overhead	(35,712)	0.00	0.00
Long-term Leases	(56,578)	0.00	0.00
Finance Rates	5,052	0.00	0.00
Retirement Rate Adj.	283	0.00	0.00
Industrial Insurance Rate Adj.	(42)	0.00	0.00
Merit Adjustment	56	0.00	0.00
COLA Adjustment	826	0.00	0.00
Sum of Changes:	(255,110)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

No later than March 15, 2001, the executive shall submit to the council for review and approval by motion a plan for allocating direct and indirect telecommunications charges to county agencies beginning in 2002. The plan shall document the methodology utilized in the adopted 2001 budget for allocating telecommunications charges to county agencies, identify alternate methodologies, and recommend an approach for the 2002 budget that recognizes any difference between the costs of connecting to and operating PBX and Centrex systems. The plan must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the utilities and technology committee or its successor.

GENERAL GOVERNMENT PROGRAM PLAN

ITS—Telecommunications

Significant Program Additions

Nortel PBX Network Consolidation - \$130,000. This project will expand the capacity of the South County hub telephone system, and is funded by Equipment Replacement Reserves from within fund balance.

Logan/Knox Reallocation - \$7,488. This add covers the Logan/Knox settlement costs allocated to ITS-Telecommunications.

Significant Program Reduction

Reduce Repair/Maintenance of Equipment – (\$412,950). This reduction occurred as a result of the new rate methodology implemented in the 2001 Adopted Budget. These costs have been allocated out to PBX users.

Technical Adjustments

Central Rates Adjustments - \$20,352. This comprises central rates changes in flex benefits, CX overhead, ITS, lease charges, Finance rates, CX Overhead, and COLA and Merit adjustments.

[Link to ITS--Telecommunications Performance Indicators, 5KB .pdf](#)

[Link to ITS--Telecommunications Financial Plan, 7KB .pdf](#)

COUNCIL ADOPTED BUDGET

Council made no changes to the 2001 Executive Proposed Budget.

GENERAL GOVERNMENT PROGRAM PLAN

ITS-Printing and Graphic Arts 5600/0415**5600 Printing and Graphic Arts Services Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,813,576	17.50	0.00
Status Quo: **	116,963	0.00	0.00
Changes:	84,345	0.00	0.00
2001 Adopted Budget	3,014,884	17.50	0.00
<i>Revenue Backed</i>			
Replace Bin Collator	100,000	0.00	0.00
Replace Cutter	40,000	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	2,142	0.00	0.00
CX Overhead Adj.	(25,685)	0.00	0.00
ITS O&M	21,107	0.00	0.00
ITS Infrastructure	2,502	0.00	0.00
Telecommunications Services	(1,489)	0.00	0.00
Long-term Leases	(42,975)	0.00	0.00
Finance Rates	(14,700)	0.00	0.00
Retirement Rate Adj.	577	0.00	0.00
Industrial Insurance Rate Adj.	(407)	0.00	0.00
Merit Adjustment	85	0.00	0.00
COLA Adjustment	1,541	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	1,647	0.00	0.00
Sum of Changes:	84,345	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

ITS—Printing and Graphic Arts Services

Significant Program Additions

Replace Bin Collator - \$100,000. This purchase replaces the outdated 22-bin collator that “shoots” from one side only to a 30-bin Horizon collator that “shoots” from both sides. The new equipment will provide capability to run two jobs at the same time, increasing productivity between 25% and 40% in the bindery area and reducing the number of outsourced jobs. Purchase of this equipment will result in departmental efficiencies, and return on investment is estimated at two years.

Replace Cutter - \$40,000. This initiative will enhance efficiency and productivity by replacing the current outdated cutter with a programmable model. This will eliminate excessive labor hours spent at the cutter manually setting the cutter for the appropriate cuts. Multiple cuts will be possible automatically. Return on investment is estimated at 12 to 18 months.

Technical Adjustments

Central Rates Adjustments – (\$57,302). This comprises central rates changes in flex benefits, CX overhead, ITS-O&M and Infrastructure, ITS-Telecommunications, rent charges, insurance benefit rates, and COLA and Merit Adjustments.

[Link to ITS--Printing and Graphic Arts Performance Indicators, 5KB .pdf](#)

[Link to ITS--Printing and Graphic Arts Financial Plan, 7KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA Increase - \$1,647. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency’s budget, this represents an additional \$1,647 in the 2001 budget.

GENERAL GOVERNMENT PROGRAM PLAN

I-NET Operations 4531/0490**4531 I-NET Operations Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	0	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	0	0.00	0.00
2001 Adopted Budget	0	0.00	0.00
<i>Revenue Backed</i>			
Establishment of INET Operations Unit	695,334	10.00	0.00
<i>Technical Adjustment</i>			
Transfer Existing INET Personnel into Consolidated Org	0	8.00	3.00
<i>Central Rate Adjustments</i>			
ITS O&M	12,273	0.00	0.00
ITS Infrastructure	7,405	0.00	0.00
Telecommunications Services	667	0.00	0.00
Telecommunications Overhead	92	0.00	0.00
COLA Adjustment	21,719	0.00	0.00
<i>Council Add</i>			
Eliminate appropriation unit	(737,490)	(18.00)	(3.00)
Sum of Changes:	0	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

I-NET Operations Unit

Establish I-NET Operations Unit - \$695,334/10.00 FTEs. This initiative establishes a new fund for operation of the King County Institutional Network (I-NET). This operation will enhance the ITS enterprise-wide ability to provide network infrastructure services for voice, video and data while positioning ITS to take advantage of future technology. This office will support applications that require broadband networks, support resource sharing between public institutions in King County (educational programs, library programs, medical programs, instructions/training programs), and enhance the ability to control future telecommunications costs while providing maximum services for quality voice, video and data transmissions over the I-NET infrastructure.

Central Rates Adjustments - \$42,156. This comprises central rates changes in flex benefits, data processing, and telecommunications.

COUNCIL ADOPTED BUDGET

I-NET Operations Unit – (\$695,334/10.00 FTEs). *The County Council, after completing their review whether or no to establish a new fund for the operation of the King County Institutional Network, made the decision to maintain the status quo. The I-NET Operations Unit will continue to be housed in the Office of Cable Communications and funded through the I-NET Capital Improvement Fund.*

GENERAL GOVERNMENT PROGRAM PLAN

Cable Communications**0010/0437****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	134,499	16.00	0.00
Status Quo: **	30,941	0.00	3.00
Changes:	1,830	(8.00)	0.00
2001 Adopted Budget	167,270	8.00	3.00
<i>Technical Adjustment</i>			
Technical Adjustment	12,005	0.00	0.00
I-Net Consolidation to ITS Fund	0	(14.00)	(3.00)
<i>Central Rate Adjustments</i>			
Flex Benefits	238	0.00	0.00
ITS Infrastructure	421	0.00	0.00
Telecommunications Services	615	0.00	0.00
Motor Pool Adj.	(2,376)	0.00	0.00
Long-term Leases	(9,429)	0.00	0.00
Finance Rates	4	0.00	0.00
Retirement Rate Adj.	58	0.00	0.00
Industrial Insurance Rate Adj.	(10)	0.00	0.00
Merit Adjustment	7	0.00	0.00
1% Underexpenditure	(17)	0.00	0.00
COLA Adjustment	165	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	149	0.00	0.00
Additional staffing	0	6.00	3.00
Sum of Changes:	1,830	(8.00)	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Office of Cable Communications

Technical Adjustments

Technical Adjustment - \$12,005. The Adopted Budget includes a technical adjustment correcting a previously entered incorrect contra account.

Central Rate Adjustments – (\$10,280). These adjustments comprise central rate changes for the following services: medical benefits, ITS Infrastructure, telecommunications services, motor pool, long-term leases, Finance, retirement, industrial insurance, merit and cost-of-living adjustments.

1% Partial Underexpenditure Requirement – (\$17). The 2001 Adopted Budget includes a 1% underexpenditure contra in each CX operating and CX transfer budget to directly budget for assumed underexpenditure levels. A remaining central contra of 0.75% is being held in the CX Financial Plan for a total assumption of 1.75% underexpenditure for all CX operating and CX transfer budgets. CX departments are asked to manage to a total underexpenditure requirement of 1.75%.

[Link to Cable Performance Indicators, 5KB .pdf](#)

COUNCIL ADOPTED BUDGET

COLA Increase - \$149. After submission of the Executive Proposed Budget, more current Consumer Price Index (CPI) information became available. The September-to-September CPI percentage is the figure historically utilized by the County to calculate the annual COLA increase for non-represented employees. The updated CPI information necessitated increasing COLA funding from the proposed level of 2.97% to 3.11%. For this agency's budget, this represents an additional \$149 in the 2001 budget.

I-NET Operations – 6.00 FTEs. The County Council, in their review of the proposed transfer of the I-NET Operations Unit to separate fund, made the decision to retain the 6.00 FTE I-NET staff within the Office of Cable Communications. The funding source for the I-NET operations remains the I-NET capital improvement fund.

Other Agencies

GENERAL GOVERNMENT PROGRAM PLAN

OTHER AGENCIES

This section covers a group of miscellaneous, unrelated cost centers that do not belong to any one particular department. Budgets in this category include the State Auditor, the Boundary Review Board, Fund Transfers, Salary and Wage Contingency, Executive Contingency, Internal Support, Sales Tax Reserve Contingency, and the Miscellaneous Grants Fund. Listed below are the 2001 budgets for these agencies.

State Auditor – Total budget of \$550,611. The State Auditor's budget decreased by \$1,514 as a result of central rate adjustments in ITS O&M, telecommunications services and overhead and finance rates.

Boundary Review Board – Total budget of \$240,062/2.00 FTEs. The Boundary Review Board's 2001 budget increased by \$19,990 through implementation of central rate adjustments (flex benefits, ITS Infrastructure, telecommunications services and overhead, long-term leases, finance, retirement, merit, industrial insurance, Property Services lease administration fee and cost-of-living).

Fund Transfers - \$35,500,837. Fund Transfers provide Current Expense funding for programs budgeted in other funds. In 2001, CX transfer increases will help fund projects in Major Maintenance, Building Repair and Replacement, Department of Construction and Facilities Management, Public Health, Technology Initiatives, Budget Office/CJ, and Mental Health. CX Transfer decreases will occur in Airport, Division of Alcoholism and Substance Abuse Services (DASAS), Department of Community and Human Services Administration, Work Training Program, Employee Benefits, Department of Development and Environmental Services (DDES), and Housing Opportunity.

Salary and Wage Contingency - \$11,178,830. Salary and Wage Contingency budget provides funding for mid-year labor settlements and cost of living increases for Current Expense employees, to accommodate the cost of labor and the negotiated wage adjustments resulting from the implementation of new classifications and pay ranges as part of the Classification/Compensation Project.

Executive Contingency - \$2,000,000. The 2001 proposed appropriation stays at the historical level.

Internal Support - \$5,385,688. This budget decreased over the 2000 Adopted level due to decreases in Insurance Charges, a Radio Direct Rate Adjustment, a Finance Rate Adjustment, an Industrial Insurance Rate Adjustment, and increases in Construction and Facility Management Space Charges.

Sales Tax Reserve Contingency - \$5,231,011. This budget is required to keep a reserve balance of \$15,000,000. This proposed appropriation accommodates that required reserve level.

Miscellaneous Grants - \$20,781,552/70.01FTE/3.00TLP. In the year 2001, King County will be the recipient of new grants, from Federal and State Governments, in the amount of \$20,485,129. Due to a State audit of the Grants Fund in 1999, it was determined that the operational procedures needed to be reviewed. A modified procedure was implemented to provide a contingency for anticipated grants. This contingency was developed to eliminate expenditure prior to appropriation authority. The contingency was developed in cooperation with recipient agencies and the use of historical information.

[Link to Board of Ethics Performance Indicators, 5KB .pdf](#)

COUNCIL ADOPTED BUDGET

Fund Transfer - \$30,896,406. Council decreased Fund Transfer by a total of \$4,604,431.

Restore community clinics - \$840,768

MHCADS/Alcoholism & Substance Abuse for CHAT - \$197,000

Public Health – (\$103,927)

ITS for PC replacement – (\$500,000)

Parks CIP – (\$115,000)

Deferred maintenance – (\$206,000)

GENERAL GOVERNMENT PROGRAM PLAN

MMRF – (\$4,288,948)

General Gov't. CIP – (\$213,324)

DDES – (\$215,000)

Salary and Wage Contingency - \$11,178,830. Council increased by a total of \$1,096,478.

Correct double count – (\$543,522)

Sheriff Settlement - \$1,640,000

Internal Support - \$5,385,688. Council increased by \$310,537 to reflect the updated Bus Pass Subsidy cost.

Sales Tax Reserve Contingency - \$5,231,011. Council made no changes to the 2001 Executive Proposed Budget.

Grants Fund – Increase Contingency Reserve \$228,834. This increase is the result of increasing the grant's fund Contingency Reserve sum to an even \$4,000,000.

Grants Fund – Restore FTE authority. This action was the result of the restoration of FTE authority by Council to follow previous year.

GENERAL GOVERNMENT PROGRAM PLAN

Boundary Review Board 0010/0630

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	231,929	2.00	0.00
Status Quo: **	3,066	0.00	0.00
Changes:	5,067	0.00	0.00
2001 Adopted Budget	240,062	2.00	0.00
<i>Target Reduction</i>			
Miscellaneous Operating Accounts	(15,040)	0.00	0.00
<i>Central Rate Adjustments</i>			
Flex Benefits	238	0.00	0.00
ITS Infrastructure	(43)	0.00	0.00
Telecommunications Services	(842)	0.00	0.00
Telecommunications Overhead	(370)	0.00	0.00
Long-term Leases	23,750	0.00	0.00
Finance Rates	(3,791)	0.00	0.00
Retirement Rate Adj.	67	0.00	0.00
Industrial Insurance Rate Adj.	282	0.00	0.00
Merit Adjustment	10	0.00	0.00
1% Underexpenditure	(50)	0.00	0.00
Property Services--Lease Admin Fee	506	0.00	0.00
COLA Adjustment	193	0.00	0.00
<i>Council Add</i>			
COLA increase - Exec. errata	157	0.00	0.00
Sum of Changes:	5,067	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

State Auditor 0010/0610

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	551,989	0.00	0.00
Status Quo: **	136	0.00	0.00
Changes:	(1,514)	0.00	0.00
2001 Adopted Budget	550,611	0.00	0.00
 <i>Central Rate Adjustments</i>			
ITS O&M	49	0.00	0.00
Telecommunications Services	(1,133)	0.00	0.00
Telecommunications Overhead	(468)	0.00	0.00
Finance Rates	38	0.00	0.00
Sum of Changes:	(1,514)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included

GENERAL GOVERNMENT PROGRAM PLAN

OBSP Logan/Knox Settlement Division 1351/0412

1351 Logan/Knox Settlement Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	432,824	0.00	0.00
Status Quo: **	(432,824)	0.00	0.00
Changes:	1,173,891	0.00	0.00
2001 Adopted Budget	1,173,891	0.00	0.00
Technical Adjustment			
Logan/Knox Lawsuit Settlement Reallocation	1,173,891	0.00	0.00
Sum of Changes:	1,173,891	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

[Link to Logan/Knox Financial Plan, 11KB .pdf](#)

GENERAL GOVERNMENT PROGRAM PLAN

Clark Contract Administration 1371/0071

1371 Clark Contract Lawsuit Administration Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	0	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	14,897,893	0.00	0.00
2001 Adopted Budget	14,897,893	0.00	0.00
<i>Mandatory Add</i>			
Clark Lawsuit Settlement	14,736,873	0.00	0.00
<i>Central Rate Adjustments</i>			
PAO Rate	161,020	0.00	0.00
Sum of Changes:	14,897,893	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Sales Tax Reserve Contingency 0014/0651

0014 Sales Tax Reserve Contingency Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	4,514,261	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	716,750	0.00	0.00
2001 Adopted Budget	5,231,011	0.00	0.00
Mandatory Add			
T/T Major Maintenance Reserve	716,750	0.00	0.00
Sum of Changes:	716,750	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Salary and Wage Contingency 0010/0654**0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	12,471,045	0.00	0.00
Status Quo: **	2,611,307	0.00	0.00
Changes:	(3,903,522)	0.00	0.00
2001 Adopted Budget	11,178,830	0.00	0.00
<i>Technical Adjustment</i>			
Reduction to Salary and Wage Contingency	(5,000,000)	0.00	0.00
<i>Council Add</i>			
Correct double count	(543,522)	0.00	0.00
Sheriff Settlement	1,640,000	0.00	0.00
Sum of Changes:	(3,903,522)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):**PROVIDED THAT:**

It is the intent of the council that labor agreements pursuant to classification-compensation be reached expeditiously, because promises were made to the affected employees that they would be properly compensated and made whole.

PROVIDED FURTHER THAT:

The executive shall submit a report to the council by February 15, 2001, on the executive's proposal for classification/compensation implementation by fund and by agency for 2001. This report shall include, at a minimum, the number of employees included in the classification/compensation proposal, the categories of employees included (temporary, TLT and regular career service employees), 2001 payment amounts, retroactive payment amounts, and the time period covered by retroactive payments.

The report shall include a summary of the market analysis that was performed for any job classifications included in classification/compensation implementation, the policy assumptions used in performing market analysis (i.e., 95% of market average up to 105% of market average) and the fiscal impact of compensation implementation. Compensation recommendations should be based on a total compensation approach, so that implementation of retroactive payments include a credit for COLA, merit, and per employee benefit cost increase for the time period of retroactive payments.

Any report or plan required to be submitted by this proviso must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the budget and fiscal management committee.

GENERAL GOVERNMENT PROGRAM PLAN

Executive Contingency

0010/0655

0010 Current Expense Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	2,000,000	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	0	0.00	0.00
2001 Adopted Budget	2,000,000	0.00	0.00
 <i>No Change Items Proposed</i>			
No Change Items Proposed	0	0.00	0.00
<i>Sum of Changes:</i>	0	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Internal Support		0010/0656		
0010	Current Expense Fund	Program Area: General Government		
Description of Change Detail		Expenditure	FTEs *	TLPs
2000 Adopted Budget:		5,294,472	0.00	0.00
Status Quo: **		106,757	0.00	0.00
Changes:		(15,541)	0.00	0.00
2001 Adopted Budget		5,385,688	0.00	0.00
Central Rate Adjustments				
DCFM Space Charge		29,071	0.00	0.00
Insurance Charges		(146,946)	0.00	0.00
Radio Direct Charges		(207,400)	0.00	0.00
Finance Rates		(772)	0.00	0.00
Industrial Insurance Rate Adj.		(31)	0.00	0.00
Council Add				
Bus Pass Subsidy		310,537	0.00	0.00
Sum of Changes:		(15,541)	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**CX Transfers 0010/0690****0010 Current Expense Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	33,029,159	0.00	0.00
Status Quo: **	(3,180,760)	0.00	0.00
Changes:	1,048,007	0.00	0.00
2001 Adopted Budget	30,896,406	0.00	0.00
<i>Target Reduction</i>			
Target Reductions	(1,306,132)	0.00	0.00
<i>Mandatory Add</i>			
Mandatory Adds	5,166,668	0.00	0.00
Revenue Backed Adds	105,598	0.00	0.00
<i>Technical Adjustment</i>			
Technical Adjustments	(848,095)	0.00	0.00
<i>Technology Requests</i>			
Technical Requests	2,397,555	0.00	0.00
<i>Central Rate Adjustments</i>			
Finance Rates	562	0.00	0.00
1% Underexpenditure requirement adjustments	136,282	0.00	0.00
<i>Council Add</i>			
Restore community clinics	840,768	0.00	0.00
T/T MHCADS/Alcoholism & Substance Abuse for CHAT	197,000	0.00	0.00
T/T Public Health	(103,927)	0.00	0.00
T/T ITS for PC replacement	(500,000)	0.00	0.00
T/T Parks CIP	(115,000)	0.00	0.00
T/T Deferred Maintenance	(206,000)	0.00	0.00
T/T MMRF	(4,288,948)	0.00	0.00
T/T General Gov't. CIP	(213,324)	0.00	0.00
T/T reduce DDES	(215,000)	0.00	0.00
Sum of Changes:	1,048,007	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Capital Projects Transfer/CJ 1020/0692

1020 Criminal Justice Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	386,000	0.00	0.00
Status Quo: **	0	0.00	0.00
Changes:	202,166	0.00	0.00
2001 Adopted Budget	588,166	0.00	0.00
Mandatory Add			
Capital Projects add -2001	202,166	0.00	0.00
Sum of Changes:	202,166	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN

Transfer to Other Funds/CJ 1020/0693

1020 Criminal Justice Fund

Program Area: General Government

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	287,338	0.00	0.00
Status Quo: **	8,823	0.00	0.00
Changes:	86,193	0.00	0.00
2001 Adopted Budget	382,354	0.00	0.00
<i>Mandatory Add</i>			
Logan/Knox Reallocation	53,038	0.00	0.00
<i>Central Rate Adjustments</i>			
CX Overhead Adj.	48,162	0.00	0.00
Finance Rates	(15,007)	0.00	0.00
Sum of Changes:	86,193	0.00	0.00

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

GENERAL GOVERNMENT PROGRAM PLAN**Grants Fund 2140/2140****2140 Grants Fund****Program Area: General Government**

Description of Change Detail	Expenditure	FTEs *	TLPs
2000 Adopted Budget:	11,490,944	68.01	5.00
Status Quo: **	2,232,001	17.00	2.00
Changes:	7,058,607	(15.00)	1.26
2001 Adopted Budget	20,781,552	70.01	8.26
<i>Revenue Backed</i>			
0143 - Budget Department Grants	1,725,245	0.00	0.00
0183 - Regional Policy & Planning Dept Grants	1,262,321	0.00	0.00
0286 - Cultural Resources Grants	15,000	0.00	0.00
0313 - Development & Environmental Services Grants	(711)	(1.00)	0.00
0403 - Executive Administration Grants	32,000	0.00	0.00
0503 - Prosecuting Attorney Office Grants	10,000	0.00	0.00
0513 - Superior Court Grants	(413,109)	3.00	0.00
0543 - Judicial Administration Grants	69,921	(4.50)	0.00
0574 - Youth Services Grants	(784,981)	(12.50)	0.00
0599 - Dept of Construction & Facility Mgmt Grants	46,500	0.00	0.00
0733 - Department of Transportation Grants	300,000	0.00	0.00
0823 - Dept of Emergency Medical Services Grants	469,682	.24	0.00
0913 - Department of Adult Detention Grants	84,600	0.00	0.00
0933 - Department of Human Services Grants	(28,139)	(3.00)	0.00
0953 - Public Defense Department Grants	320,258	0.00	0.00
0993 - Non-Departmental Grants Contingency	3,703,994	10.13	0.00
<i>Technical Adjustment</i>			
Adjust FTEs to match Budget Database	0	(75.38)	75.38
<i>Central Rate Adjustments</i>			
Flex Benefits	10,948	0.00	0.00
Retirement Rate Adj.	2,392	0.00	0.00
Industrial Insurance Rate Adj.	(766)	0.00	0.00
COLA Adjustment	4,618	0.00	0.00
<i>Council Add</i>			
Increase contingency reserve	228,834	0.00	0.00
Restore FTE authority	0	68.01	(74.12)
Sum of Changes:	7,058,607	(15.00)	1.26

* FTEs do not include extra help and overtime.

** This includes revised 2000 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

Proviso(s):

PROVIDED THAT:

By July 1, 2001, the executive shall submit for council review and approval by motion a transition plan to convert grant-funded full time equivalent positions to term-limited temporary positions, pursuant to county policy. The transition plan must be filed in the form of 16 copies with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff of the management labor and customer services policy committee or its successor.

[Link to General Government Program Plan Table, 13KB .pdf](#)